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ABSTRACT

Data on ten aspects of the institutional effectiveness of Howard Community College (HCC) are presented in this report. Section 1 provides actual and projected enrollment figures. Section 2 assesses quality of instruction in terms of student survey responses, full-/part-time faculty ratios, and faculty salaries. Section 3 focuses on educational outcomes, including degrees and certificates awarded, goal achievement among students, employer satisfaction with graduates, and student satisfaction with preparation for transfer. Section 4 considers graduation and retention rates, course success rates, cooperative education placements, characteristics of continuing education students, and non-credit course enrollment patterns. Section 5 describes facilities' enhancements, including classroom utilization data on campus and at continuing education sites in Howard County. Section 6 provides graduates' ratings of college services. Section 7 looks at instructional programs planned for fall 1990 to fall 1994. Section 8 presents financial data, including information on budgets, revenue, and financial projections based on current trends. The image of the college in the community is the focus of section 9, which describes graduates' and community members' rating and use of the college. The final section presents affirmative action figures including headcounts by minority status and college personnel by racial/ethnic group. A list of recent HCC research publications concludes the document. (JMC)

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1990 - 1991

INDICATORS FOR INSTITUTIONAL EFFECTIVENESS

RESEARCH REPORT NUMBER 63

MARCH 1990

JC 900 167

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Howard Community College
Columbia, Maryland

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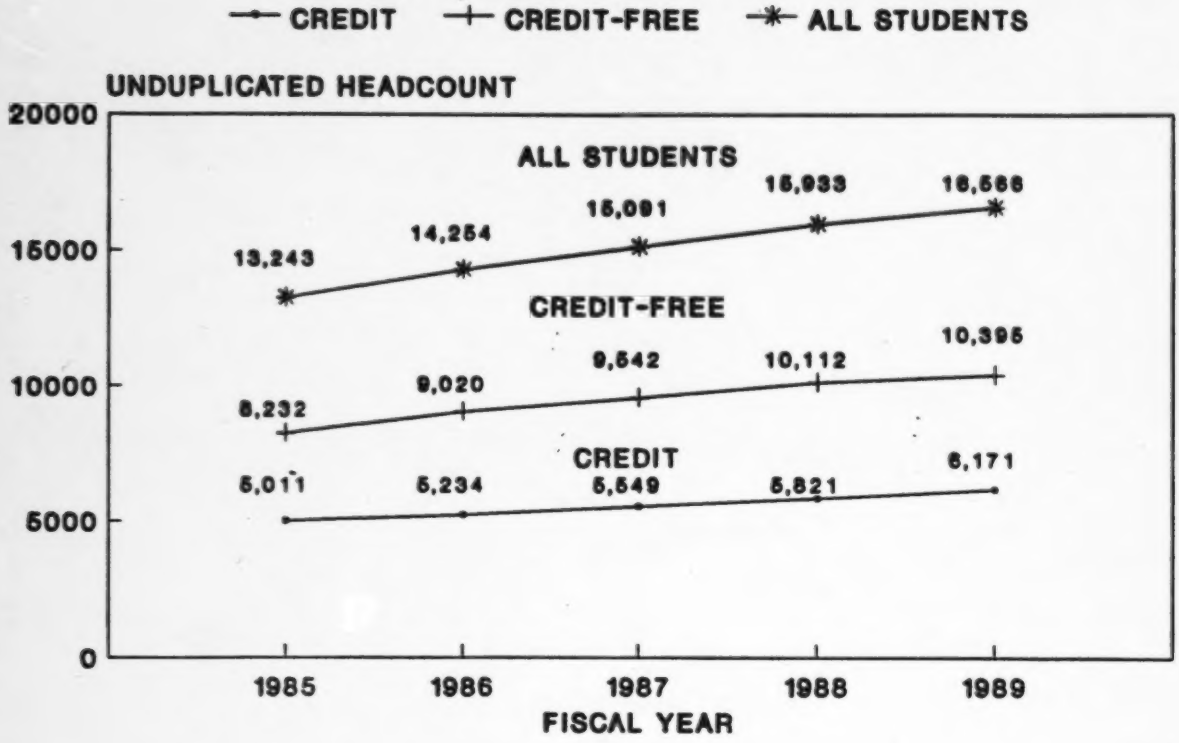
PART ONE

ENROLLMENT AND PROJECTIONS

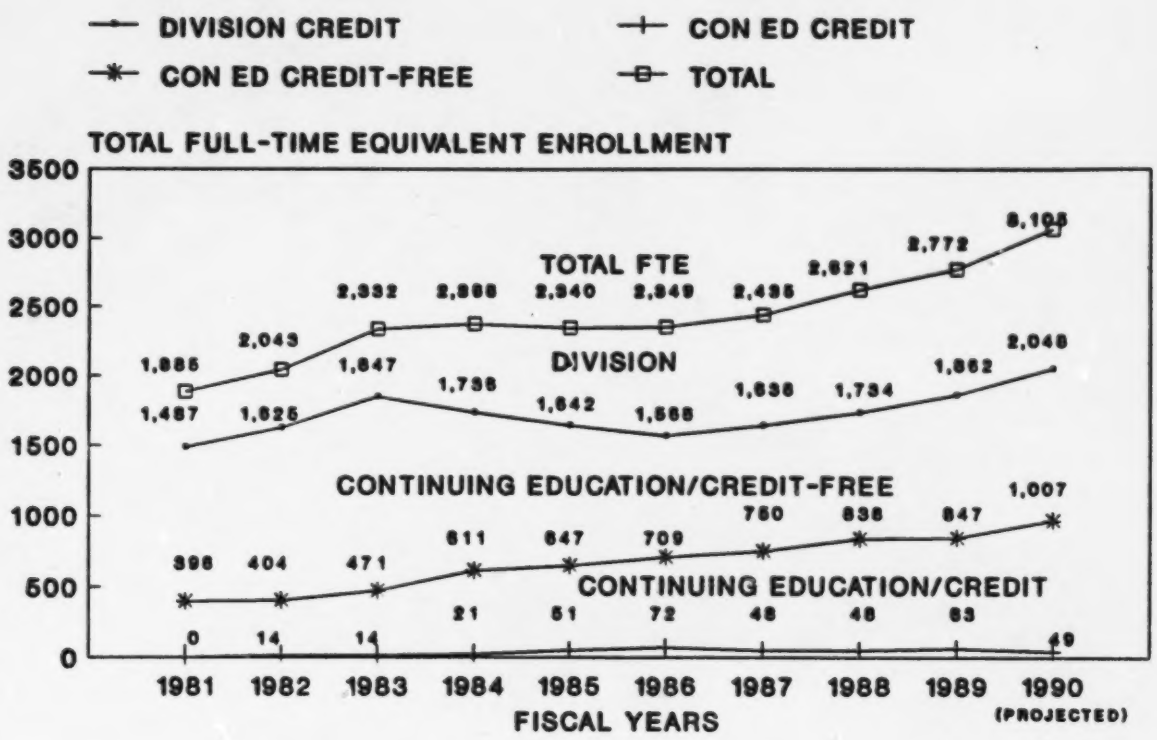
CHART 1
UNDUPLICATED HEADCOUNT ENROLLMENT CREDIT AND CREDIT-FREE BY FISCAL YEAR



DATA SOURCE: HCC's Enrollment Databases for the fiscal years shown.

BACKGROUND: Unduplicated headcount enrollment figures include all students (in state and out of state and employees), counted once, enrolled in all courses (whether or not courses are eligible for state aid). Figures are estimated for Fiscal Year 1985 and Fiscal Year 1986.

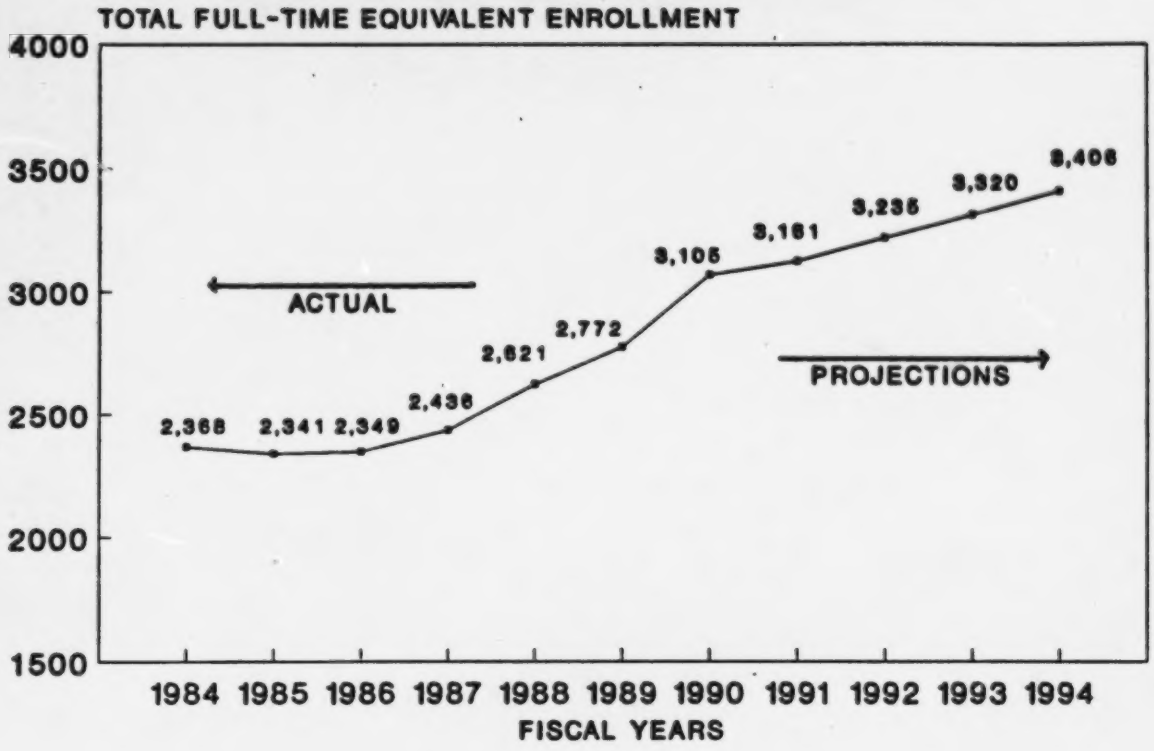
CHART 2
TEN YEAR OVERVIEW OF HCC FTE ENROLLMENT
FISCAL YEAR 1981 TO FISCAL YEAR 1990



DATA SOURCE: The FY90 figures are projections. Other FTE figures are calculated from HCC's Enrollment Databases for the fiscal years shown. FTE figures are officially submitted to the State Board for Community Colleges in fulfillment of state reporting requirements.

BACKGROUND: FTE = Full-Time Equivalent. These enrollment figures reflect only state aid-eligible enrollment. A relatively small number of students are employees, dependents of employees, or live outside of Maryland and are not eligible for state aid.

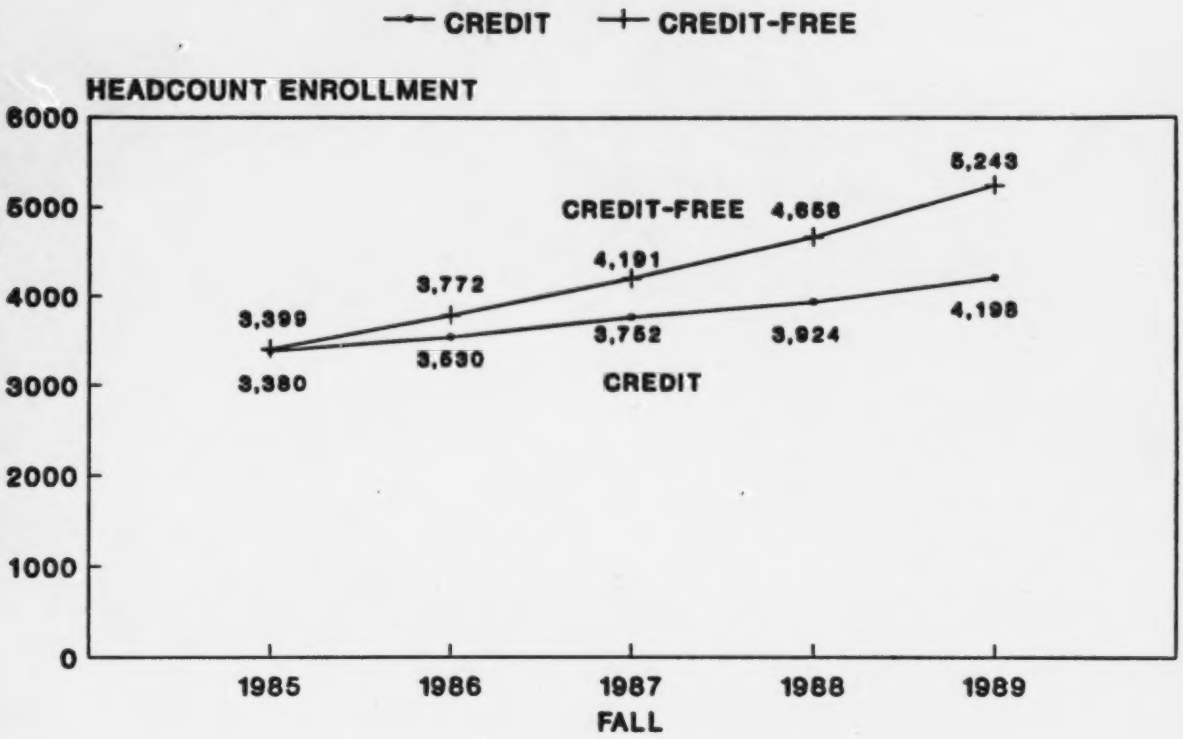
CHART 3
TOTAL FTE ENROLLMENT AND PROJECTIONS
FISCAL YEAR 1984 TO FISCAL YEAR 1994



DATA SOURCE: The FY90 through FY94 figures are projections. Other FTE figures are calculated from HCC's Enrollment Databases for the fiscal years shown. FTE figures are officially submitted to the State Board for Community Colleges in fulfillment of state reporting requirements.

BACKGROUND: FTE = Full-Time Equivalent. These enrollment figures reflect only state aid-eligible enrollment. A relatively small number of students are employees, dependents of employees, or live outside of Maryland and are not eligible for state aid.

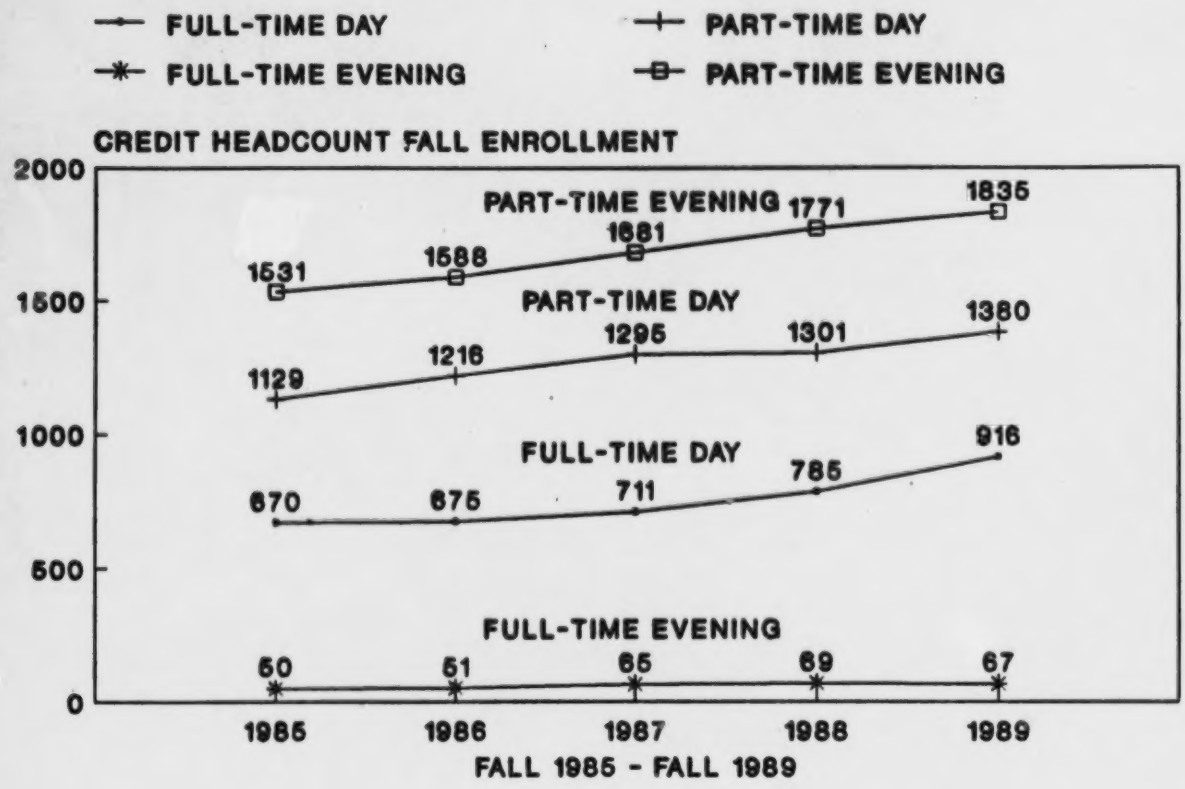
CHART 4
FALL HEADCOUNT ENROLLMENT
CREDIT AND CREDIT-FREE



DATA SOURCE: HCC's Enrollment Databases for the semesters shown.

BACKGROUND: Fall headcount enrollment figures for credit-free students are estimated for Fall 1985 and Fall 1986. All other figures are actual. Headcount figures now include <u>all</u> students in <u>all</u> courses whether or not they are state aid-eligible. In prior years, credit-free headcount has included figures only for in-state students in state aid-eligible courses. Including <u>all</u> students in <u>all</u> courses presents a more realistic picture of how many people are actually served. This differs from Maryland State Board For Community College reports which count only the in-state students in state-aid eligible courses.

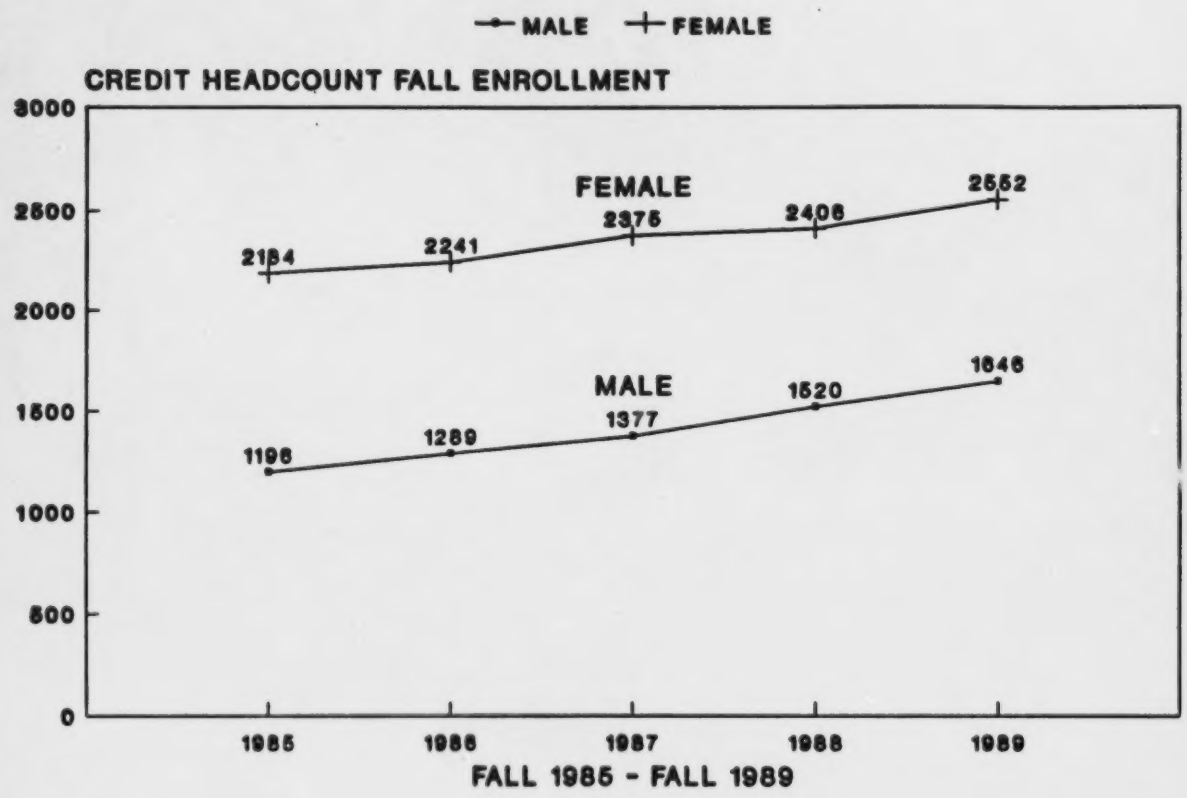
CHART 5
ENROLLMENT BY FULL-TIME - PART-TIME / DAY - EVENING STATUS



DATA SOURCE: HCC's Enrollment Database files for the semesters shown. Figures reflect statistics recorded as of the third week of classes.

BACKGROUND: Full-time status is considered a credit load of 12 or more credits in a semester.

CHART 6
ENROLLMENT BY GENDER

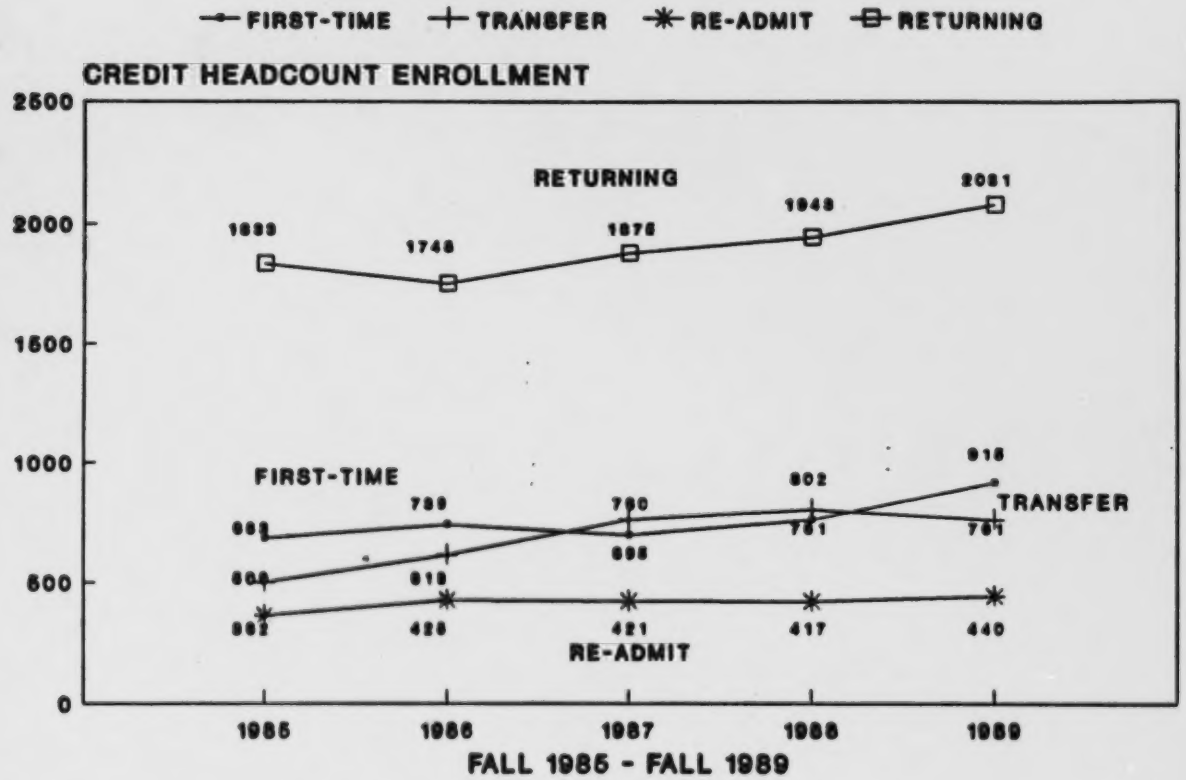


DATA SOURCE: HCC's Enrollment Database; figures reflect statistics recorded as of the third week of classes.

BACKGROUND: All full- and part-time students registered in credit courses in each of the fall semesters shown are included in this data. Male/female percentage comparisons for the same semesters are:

Fall 1985 -	Female:	64.6%	Male:	35.4%
Fall 1986 -	Female:	63.5%	Male:	36.5%
Fall 1987 -	Female:	63.3%	Male:	36.7%
Fall 1988 -	Female:	61.3%	Male:	38.7%
Fall 1989 -	Female:	60.8%	Male:	39.2%

CHART 7
ENROLLMENT BY REGISTRATION STATUS
FULL- AND PART-TIME STUDENTS



DATA SOURCE: HCC's Enrollment Database files for the semesters shown. Figures reflect statistics recorded as of the third week of classes.

BACKGROUND: The following definitions are used to determine registration status:

Returning - a student who was enrolled at HCC in the semester immediately prior.

First-time - a student attending HCC for the first time who has not previously attended any other post-secondary institution.

Transfer - a student attending HCC for the first time who has earned credits at other post-secondary institutions.

Re-admit - any student who has previously attended HCC but did not attend in the semester immediately prior.

CHART 7A
ENROLLMENT BY REGISTRATION STATUS
FULL-TIME STUDENTS

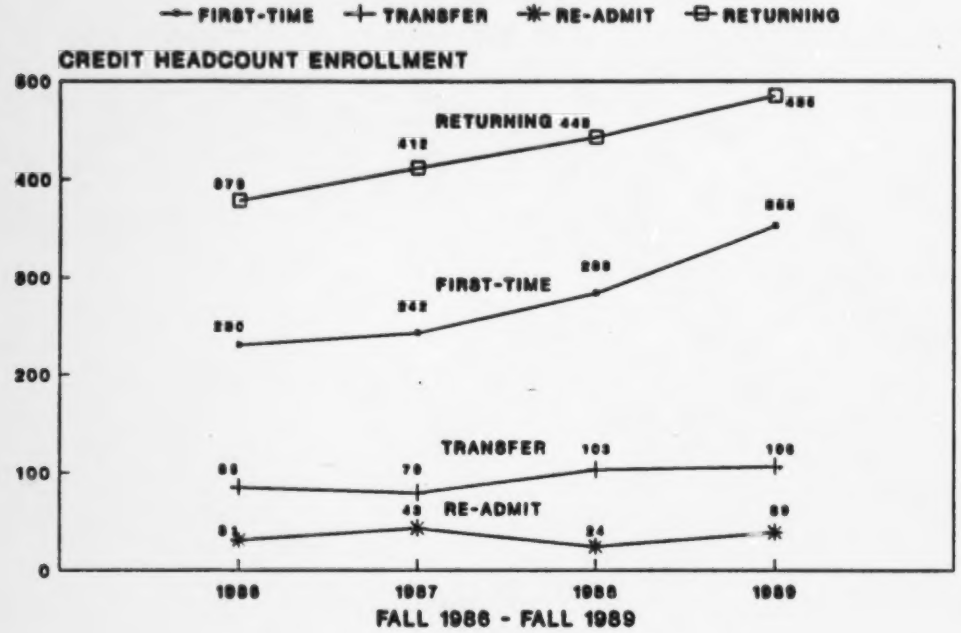


CHART 7B
ENROLLMENT BY REGISTRATION STATUS
PART-TIME STUDENTS

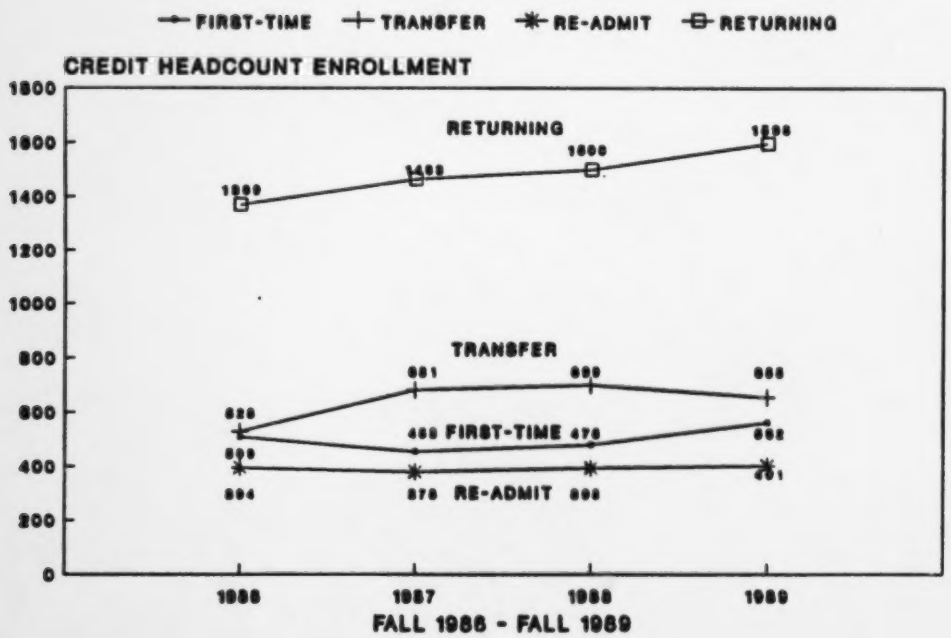
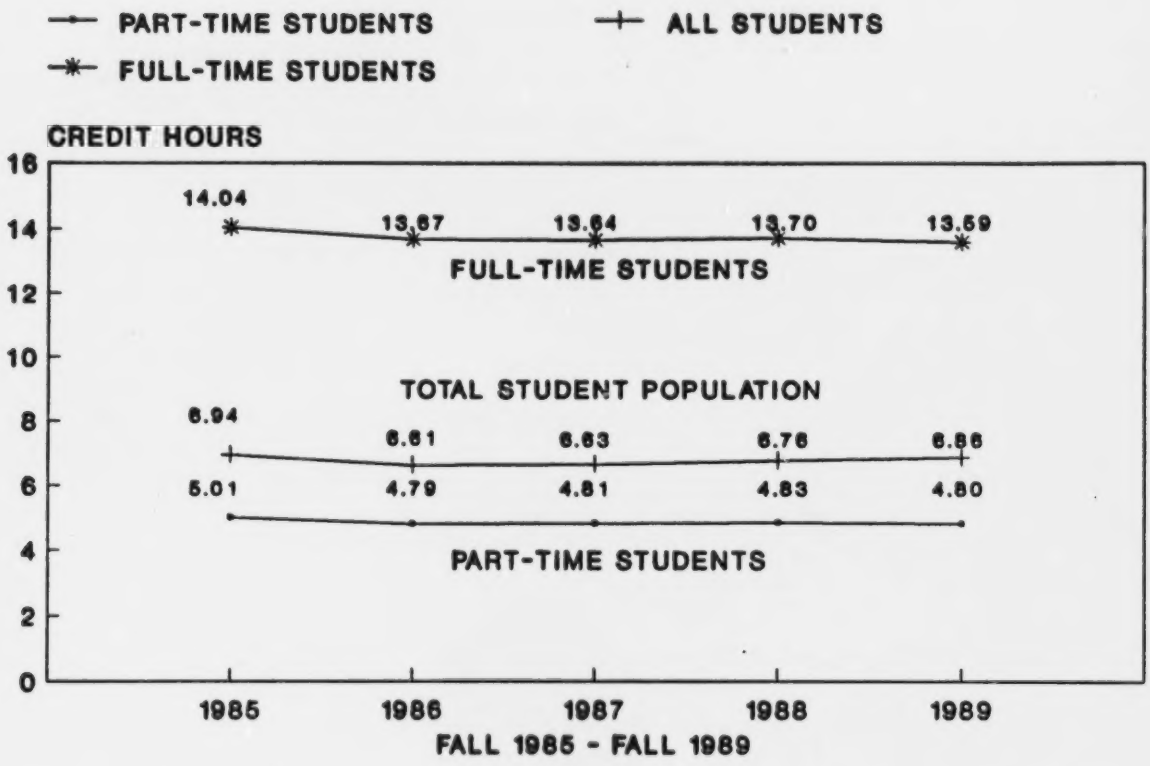


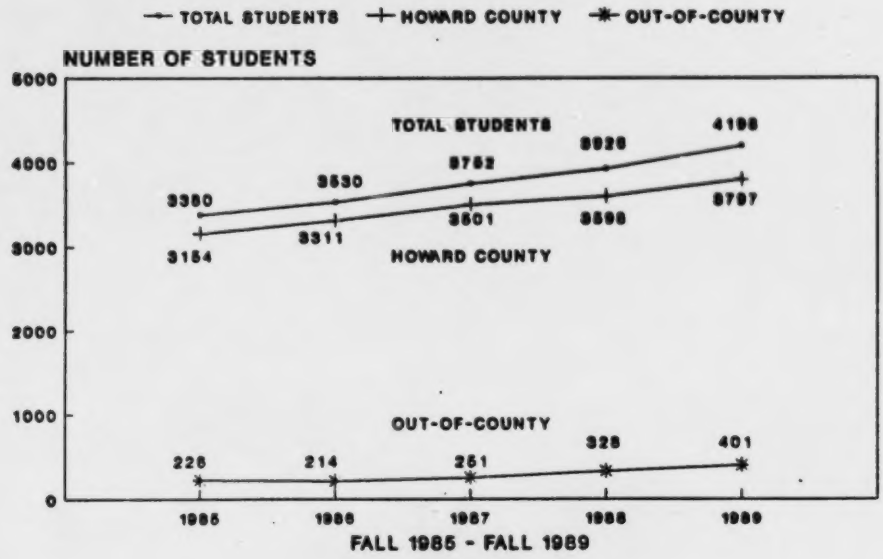
CHART 8
AVERAGE CREDIT HOUR LOAD



DATA SOURCE: HCC's Student Databases for the semesters shown. Figures reflect statistics recorded as of the third week of classes.

BACKGROUND: A full-time student is defined as one who carries at least 12 credits during a semester.

CHART 9
ENROLLMENT BY RESIDENCE
FALL 1985 - FALL 1989

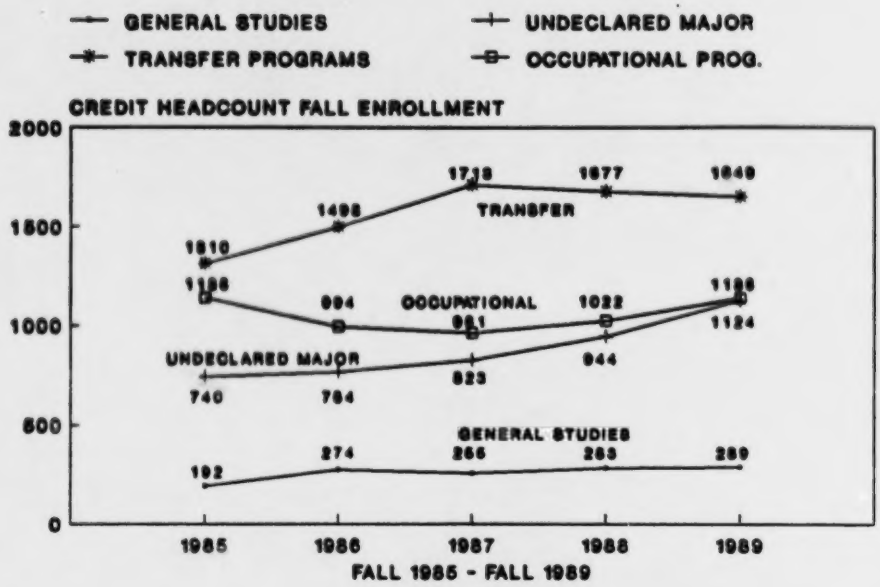


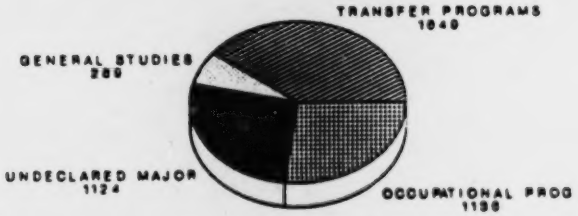
FALL 1989

DATA SOURCE: HCC's Student Databases for the semesters shown. Figures reflect statistics recorded as of the third week of classes.

BACKGROUND: These figures represent credit headcount enrollment. The Fall 1989 residence is representative of the historical pattern for HCC's student population.

CHART 10
ENROLLMENT BY PROGRAM TYPE





FALL 1989

DATA SOURCE: HCC's Student Databases for the semesters shown. Figures reflect statistics recorded as of the third week of classes.

BACKGROUND: All full- and part-time students registered in credit courses in each of the semesters shown are included in this data. Program percentage comparisons for the same semesters are:

SEMESTER	TRANSFER	OCCUPATIONAL	UNDEC.MAJ.	GEN.STUDIES
FALL 1985	38.8%	33.7%	21.9%	5.7%
FALL 1986	42.4	28.2	21.6	7.8
FALL 1987	45.7	25.6	21.9	6.8
FALL 1988	42.3	26.0	24.0	7.2
FALL 1989	39.3	27.1	26.8	6.9

CHART 11
PROGRAM ENROLLMENT
FALL 1985 - FALL 1989

CREDIT HEADCOUNT ENROLLMENT

TRANSFER PROGRAMS	FALL 1985 Total	FALL 1986 Total	FALL 1987 Total	FALL 1988 Total	FALL 1989 Total	PERCENT CHANGE OVER FIVE YEARS
Arts & Sciences	484	510	588	596	612	26.45%
Business Admin.	499	589	691	607	618	23.85%
Computer Sciences	137	180	162	152	131	-4.38%
Engineering	110	127	146	134	127	15.45%
Teacher Education	80	92	126	188	161	101.25%
TOTAL TRANSFER PROGRAMS	1,310	1,498	1,713	1,677	1,649	25.88%
OCCUPATIONAL PROGRAMS						
Accounting	153	150	130	155	163	6.54%
Bio. Med. Eng. Tech.	36	26	21	32	27	-25.00%
Business Mgmt.	180	176	176	190	259	43.89%
Computer Tech.	18	33	33	59	103	472.22%
Const. Tech./Carpentry	30	10	26	27	23	-23.33%
Data Processing	188	134	109	72	66	-64.89%
Developmental Disab.	4	4	12	13	10	150.00%
Early Childhood Develop.	*	*	*	*	5	N/A
Electronics Tech.	56	56	76	68	67	19.64%
Housing Mgmt.	1	*	*	*	*	N/A
Nursing	293	237	215	256	276	-5.80%
Plant Science	30	19	24	20	30	0.00%
Retailing	5	10	9	7	4	-20.00%
Sec. Science	121	125	116	117	99	-18.18%
Vision Care	23	14	14	6	4	-82.61%
TOTAL OCCUPATIONAL PROGRAMS						
General Studies	192	274	255	283	289	50.52%
Undeclared Major	740	764	823	944	1,124	51.89%
TOTAL - ALL PROGRAMS	3380	3530	3752	3926	4196	24.20%

* Curriculum not offered

HOWARD COMMUNITY COLLEGE
Office of Research and Personnel

PART TWO

QUALITY TEACHING

CHART 12
QUALITY OF INSTRUCTION
RATING OF RESPONDENTS TO FOLLOW-UP SURVEY

DATA SOURCE: Data for each year are from the annual graduate follow-up study conducted in late spring. A detailed description of the survey of 1987 graduates is contained in the report, Follow-up of 1987 Graduates, by B.L. Seboda, HCC Research Report No. 61, September 1989. Howard Community College and the State Board for Community Colleges (SBCC) jointly conducted a survey of 1988 graduates.

BACKGROUND: The State Board for Community Colleges (SBCC) mandates that a graduate follow-up survey be conducted every other year; however, HCC conducts a graduate follow-up survey annually.

CHART 13
CREDIT HOURS TAUGHT BY FULL- AND PART-TIME FACULTY FOR FY89 AND FY90

	FY89		FY90	
	N	%	N	%
SUMMER II:				
Full Time	25	25.3%	20	19.0%
Part Time	74	74.7%	85	81.0%
FALL:				
Full Time	463	38.1%	549	43.4%
Part Time	752	61.9%	716	56.6%
INTER-SESSION:				
Full Time	38	53.5%	33	40.7%
Part Time	33	46.5%	48	59.3%
SPRING:				
Full Time	461	36.4%	575	42.7%
Part Time	806	63.6%	772	57.3%
SUMMER I:				
Full Time	31	23.7%	43 *	24.3%
Part Time	100	76.3%	134 *	75.7%
TOTAL:				
Full Time	1018	36.6%	1220	41.0%
Part Time	1765	63.4%	1755	59.0%
TOTAL	2783		2975	

* PROJECTED

SOURCE: Data were provided by the Vice President and Dean of Instruction's Office.

CHART 14
TEN-MONTH FACULTY SALARY RANGES
MARYLAND COMMUNITY COLLEGES
FISCAL YEAR 1990

College	Professor		Associate Professor		Assistant Professor		Instructor		Assistant Instructor	
	Low	High	Low	High	Low	High	Low	High	Low	High
Small										
Cecil	$29,130	$49,102	$25,665	$44,490	$22,197	$37,439	$18,779	$30,879	$15,262	$24,714
Chesapeake	29,905	42,564	26,586	37,839	23,635	33,639	21,012	29,905	18,680	26,586
Garrett	25,974	28,456	23,758	25,620	22,251	23,492	21,365	22,074	-	-
Wor-Wic Tech	24,755	44,360	23,012	39,391	21,357	34,776	19,788	30,505	18,201	26,584
Small-Size Range	$24,755	$49,102	$23,012	$44,490	$21,357	$37,439	$18,779	$30,879	$15,262	$26,586
Medium										
Allegany	$28,596	$47,264	$25,671	$41,194	$22,373	$35,902	$18,932	$31,292	$ -	$ -
Charles	34,137	48,072	29,672	41,759	25,210	35,445	20,746	29,128	-	-
Dundalk	35,371	50,273	30,574	42,995	26,371	36,304	22,305	29,754	17,053	22,023
Frederick	31,764	47,684	26,737	42,658	22,546	36,803	20,033	27,579	15,844	23,388
Hagerstown	36,228	52,408	31,687	45,663	25,857	37,945	22,065	32,510	-	-
Harford	21,317	43,837	20,161	37,679	18,984	31,912	17,062	27,165	-	-
Howard	37,039	54,030	32,490	46,578	28,500	40,153	25,000	34,615	17,885	27,299
Medium-Size Range	$21,317	$54,030	$20,161	$46,578	$18,984	$40,153	$17,062	$34,615	$15,844	$27,299
Large										
Anne Arundel	$32,367	$51,906	$28,149	$40,860	$24,474	$35,530	$21,282	$30,897	$ -	$ -
Baltimore	31,380	44,869	26,139	37,358	21,945	31,182	20,082	27,184	13,210	28,451
Catonsville	35,371	50,273	30,574	42,995	26,371	36,304	22,305	29,754	17,053	22,023
Essex	35,371	50,273	30,574	42,995	26,371	36,304	22,305	29,754	17,053	22,023
Montgomery	31,446	50,484	30,041	45,625	26,518	47,000	26,518	29,577	-	-
Prince George's	33,889	51,308	30,024	46,499	25,875	41,365	22,747	37,386	18,409	30,473
Large-Size Range	$31,380	$51,906	$26,139	$46,499	$21,945	$47,000	$21,282	$37,386	$13,210	$30,473
SYSTEMWIDE RANGE	$21,317	$54,030	$20,161	$46,578	$18,984	$47,000	$17,062	$37,386	$13,210	$30,473

Source: Maryland State Board for Community Colleges Datebook, January 1990

PART THREE

OUTCOMES ASSESSMENT

CHART 15

SALARIES OF FULL-TIME INSTRUCTIONAL FACULTY
MARYLAND COMMUNITY COLLEGES
FISCAL YEAR 1990

	Faculty With Ten-Month Salary Contracts											
	Professors		Associate Professors		Assistant Professors		Instructors		Other			Overall Weighted
College	No.	Average Salary	No.	Average Salary	No.	Average Salary	No.	Average Salary	No.	Average Salary	Total No.	Average Salary
Allegany	12	$37,430	18	$31,186	26	$26,501	4	$26,338			60	$30,081
Anne Arundel	59	48,296	54	40,470	51	32,333	28	27,488			192	38,820
Baltimore	32	40,143	27	33,664	32	29,190	16	24,855	6	22,821	113	32,409
Catonsville	53	47,770	75	40,777	37	34,303	24	25,945	1	21,345	190	39,491
Cecil	10	40,083	6	37,181	15	27,613	7	25,583			38	32,031
Charles	20	43,255	9	34,781	28	28,854	4	21,931			61	33,996
Chesapeake	7	38,268	10	32,796	8	29,659	6	26,169	1	21,996	32	31,629
Dundalk	14	45,919	14	38,679	17	32,715	3	26,142			48	37,895
Essex	57	48,922	54	40,440	35	33,878	6	27,160			152	41,586
Frederick	5	45,338	14	36,731	28	30,359	2	26,740	1	20,033	50	33,290
Garrett	3	27,896	3	25,265	8	23,027					14	24,550
Hagerstown	24	40,611	9	34,561	11	27,973	1	27,302			45	36,016
Harford	12	45,484	31	42,417	10	35,960	5	25,965			58	40,520
Howard	10	48,235	11	38,300	23	32,755	9	27,073	5	21,164	58	34,595
Montgomery	219	47,392	72	36,429	63	32,728	11	29,478			365	42,158
Prince George's	111	48,440	69	40,262	18	32,839	10	27,948	1	20,103	209	43,280
Mor-Wic Tech	2	40,001	4	32,640	11	31,186	8	25,071			25	30,167
TOTAL	650		480		421		144		15		1,710	
Weighted Average		$46,506		$38,484		$31,338		$26,522		$21,748		$38,620

Source: Employee Data System

Maryland State Board for Community Colleges Datebook, January 1990

CHART 16

SUMMARY OF DEGREES AND CERTIFICATES AWARDED
MARYLAND COMMUNITY COLLEGES
FISCAL YEAR 1989

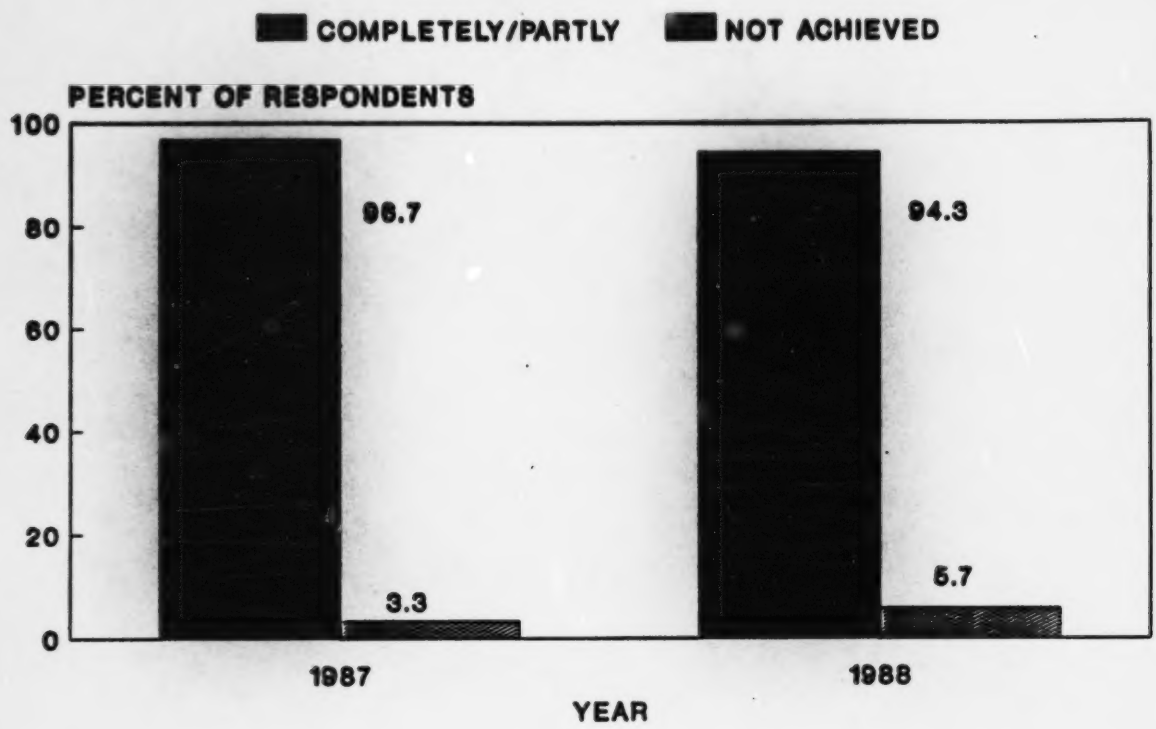
College	Certificates (Less than Two-Year)	TOTAL AA Degrees Awarded	Transfer AA Degrees	Career AA Degrees	AA Degrees By Career Program Area					
					Business Technology	Data Processing	Health Services	Mechanical Engineering	Natural Science	Public Service
Allegany	93	410	155	255	72	12	118	19	12	22
Anne Arundel	157	660	471	189	64	20	63	25	0	17
Baltimore	48	454	172	282	68	19	100	8	13	74
Catonsville	201	595	371	224	46	40	58	59	0	21
Cecil	21	65	16	49	20	7	17	5	0	0
Charles	87	275	178	97	27	32	33	5	0	0
Chesapeake	34	90	52	38	17	8	4	7	0	2
Dundalk	94	216	110	106	25	15	4	18	0	44
Essex	43	702	459	243	56	17	125	21	0	24
Frederick	24	275	197	78	26	11	26	4	0	11
Garrett	7	48	36	12	6	0	0	0	6	0
Hagerstown	5	273	156	117	37	9	36	18	0	17
Harford	71	305	174	131	58	10	38	12	5	8
Howard	59	202	103	99	30	9	52	8	0	0
Montgomery	164	747	316	431	174	91	78	47	0	41
Prince George's	114	851	286	565	268	73	111	33	0	80
Wor-Wic Tech	25	65	3	62	21	5	36	0	0	0
TOTAL	1,247	6,233	3,255	2,978	1,015	378	899	289	36	361
Percent of Total AA Degrees		100%	52%	48%	16%	6%	14%	5%	1%	6%

AA - Associate in Arts

Source: Degree Information System

Maryland State Board for Community Colleges Datebook, January 1990

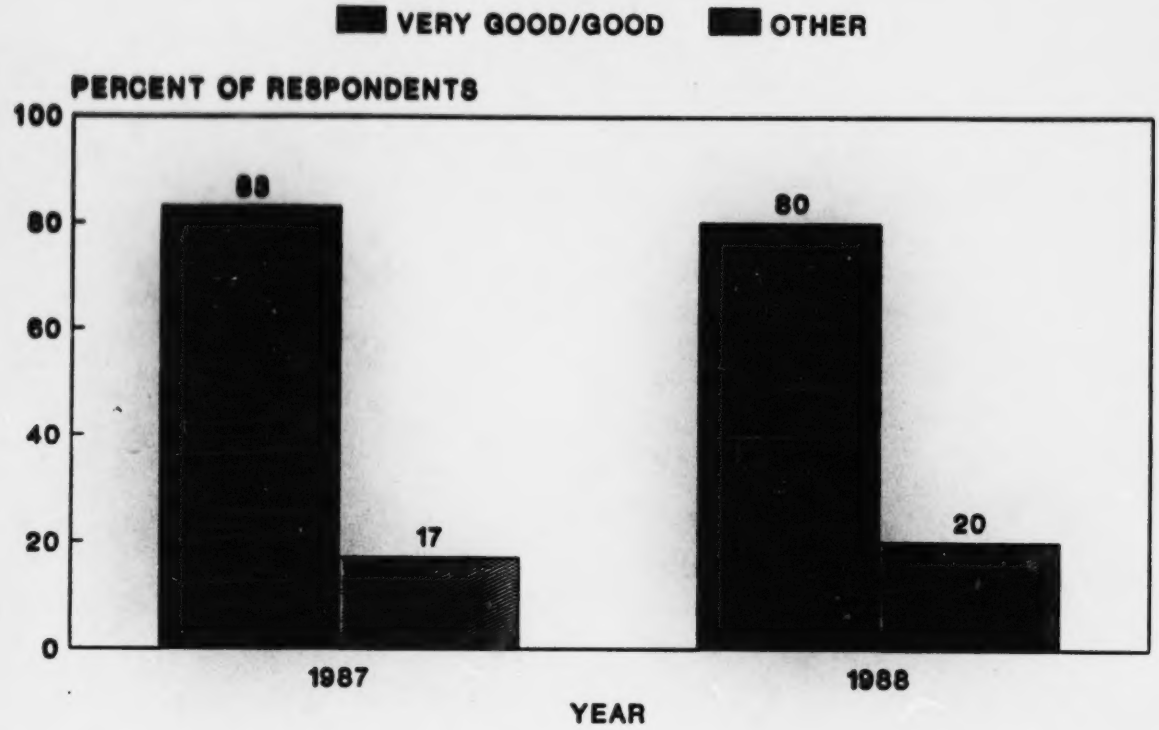
CHART 17
ACHIEVEMENT OF GRADUATES' MOST IMPORTANT GOAL RATING BY RESPONDENTS TO FOLLOW-UP SURVEY



DATA SOURCE: Data for each year are from the annual graduate follow-up study conducted in late spring. A detailed description of the survey of 1987 graduates is contained in the report, Follow-up of 1987 Graduates, by B.L. Seboda, HCC Research Report No. 61, September 1989. Howard Community College and the State Board for Community Colleges (SBCC) jointly conducted a survey of 1988 graduates.

BACKGROUND: The State Board for Community Colleges (SBCC) mandates that a graduate follow-up survey be conducted every other year; however, HCC conducts a graduate follow-up survey annually.

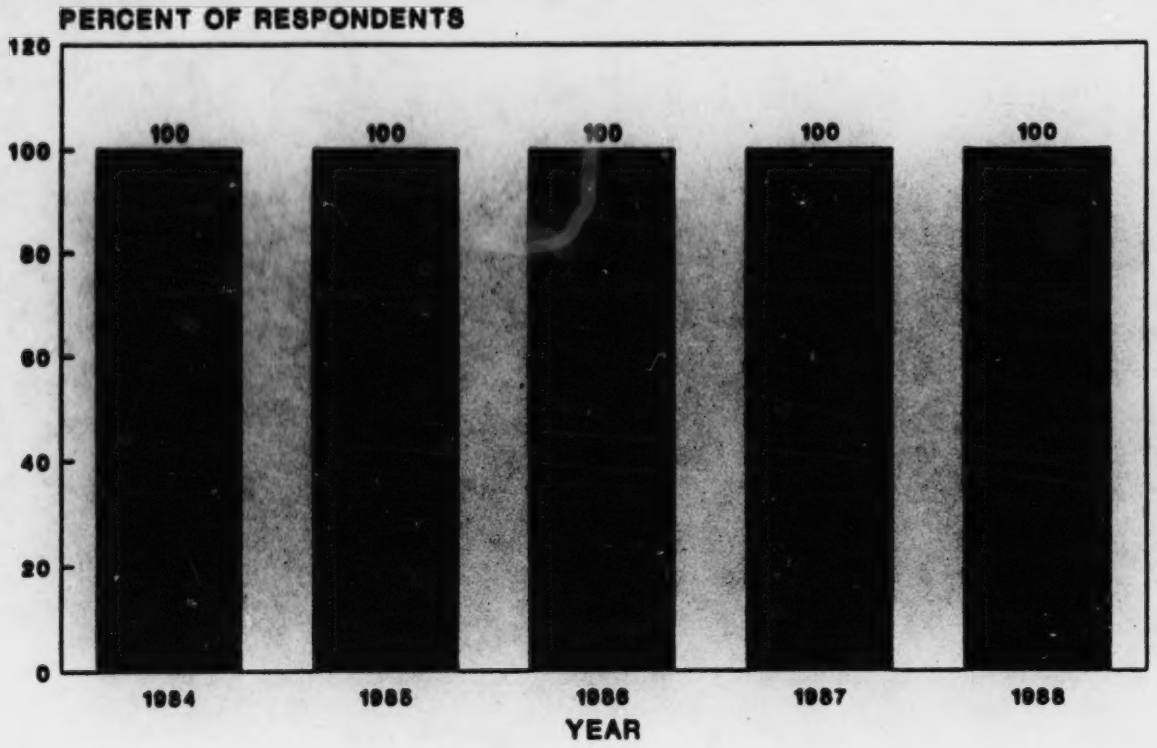
CHART 18
PREPARATION OF GRADUATES
RATING BY RESPONDENTS TO EMPLOYER FOLLOW-UP SURVEY



DATA SOURCE: Data for each year are from the annual graduate follow-up study conducted in late spring. A detailed description of the survey of 1987 graduates is contained in the report, Follow-up of 1987 Graduates, by B.L. Seboda, HCC Research Report No. 61, September 1989. Howard Community College and the State Board for Community Colleges (SBCC) jointly conducted a survey of 1988 graduates.

BACKGROUND: The State Board for Community Colleges (SBCC) mandates that a graduate follow-up survey be conducted every other year; however, HCC conducts a graduate follow-up survey annually. One part of that survey asks those respondents who are working if they would consent to having their employer contacted. For those who give consent, the employers are surveyed separately.

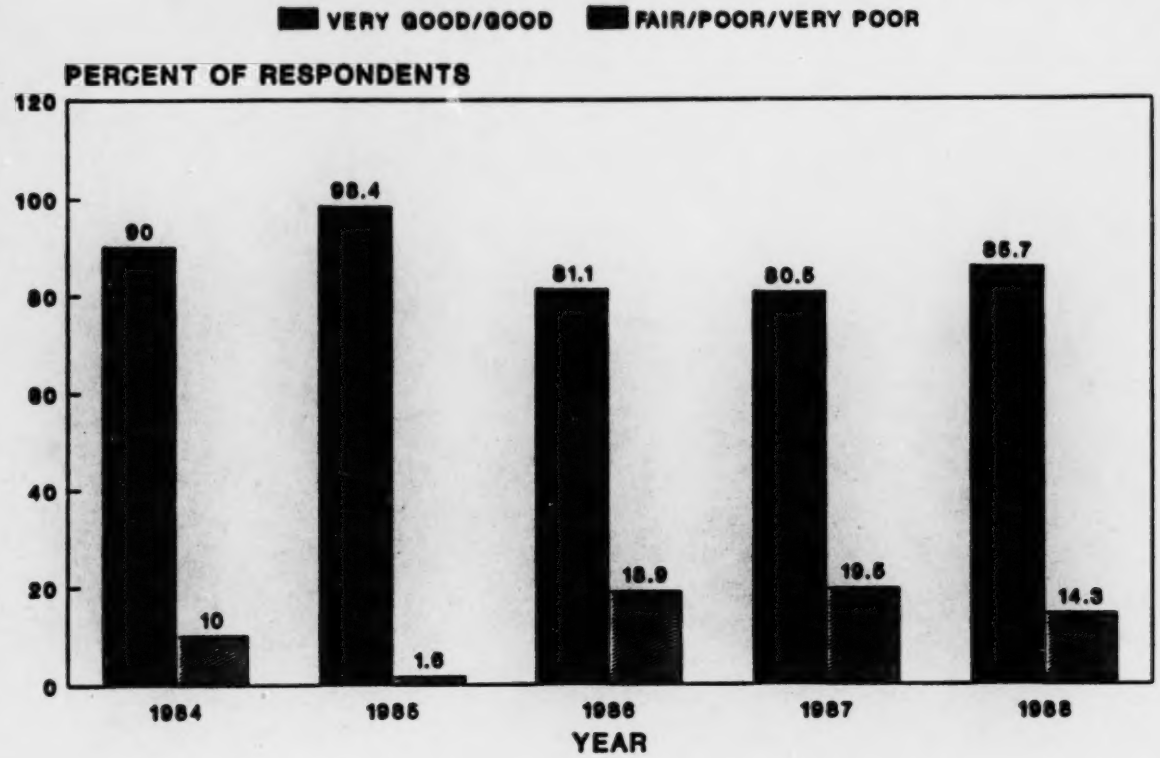
CHART 19
WILLINGNESS TO HIRE ANOTHER HCC GRADUATE
RATING BY RESPONDENTS TO EMPLOYER FOLLOW-UP SURVEY



DATA SOURCE: Data are from HCC's annual Follow-up surveys of employers of respondents to the Graduate Follow-up surveys (HCC Research Reports 49, 50, 53, 61). Howard Community College and the State Board for Community Colleges (SBCC) jointly conducted a survey of 1988 graduates.

BACKGROUND: The State Board for Community Colleges (SBCC) mandates that employers of graduates be surveyed every other year; however, HCC conducts the survey annually to employers of graduates who give consent.

CHART 20
TRANSFER PREPARATION
RATING BY RESPONDENTS OF GRADUATE SURVEY



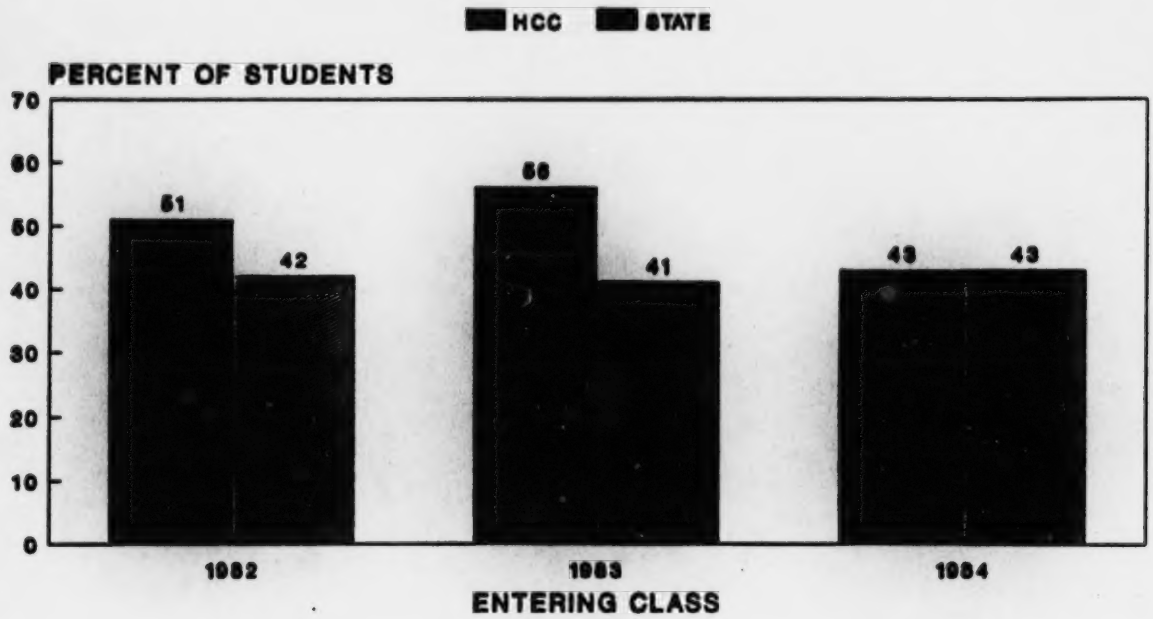
DATA SOURCE: Data for each year are from the annual graduate follow-up study conducted in late spring. A detailed description of the survey of 1987 graduates is contained in the report, Follow-up of 1987 Graduates, by B.L. Seboda, HCC Research Report No. 61, September 1989. Howard Community College and the State Board for Community Colleges (SBCC) jointly conducted a survey of 1988 graduates.

BACKGROUND: The State Board for Community Colleges (SBCC) mandates that a graduate follow-up survey be conducted every other year; however, HCC conducts a graduate follow-up annually.

PART FOUR

SYSTEMS FOR STUDENT SUCCESS

CHART 21
FOUR YEAR SUCCESS RATES
PERCENT OF HCC'S ENTERING FIRST-TIME, FULL-TIME STUDENTS WHO HAD GRADUATED, TRANSFERRED, OR WERE ENROLLED FOUR YEARS LATER



DATA SOURCE: Maryland Higher Education Commission (MHEC) analyses of enrollment and degree tape files, November 1989. State Board For Community Colleges (SBCC) data files on Fall 1982, 1983, and 1984 First-time, Full-time students; Enrollment Information System (EIS) files and degree files from HCC and other public and private colleges in Maryland.

BACKGROUND: Estimates were used to calculate the number of students who transferred to colleges not in Maryland's Enrollment Information System (EIS). Estimates were based on surveys of graduates and entrants who reported they had transferred to a non-EIS college.

CHART 22
COURSE SUCCESS RATES BY DIVISION

DIVISION	% COMPLETING COURSES SUCCESSFULLY
Health Sciences/Social Sciences/ Humanities	76%
Business/Math/Science/Physical Education	70%
Human Development	79%
LRC/Telecourses	68%
Weekend College	81%
Cooperative Education	80%
COLLEGE OVERALL	73%

DATA SOURCE: HCC'S Student Database, Grade Distribution report for Fall 1989, January 1990.

BACKGROUND: Course Success is defined as those students who received a grade of A, B, or C.

CHART 23

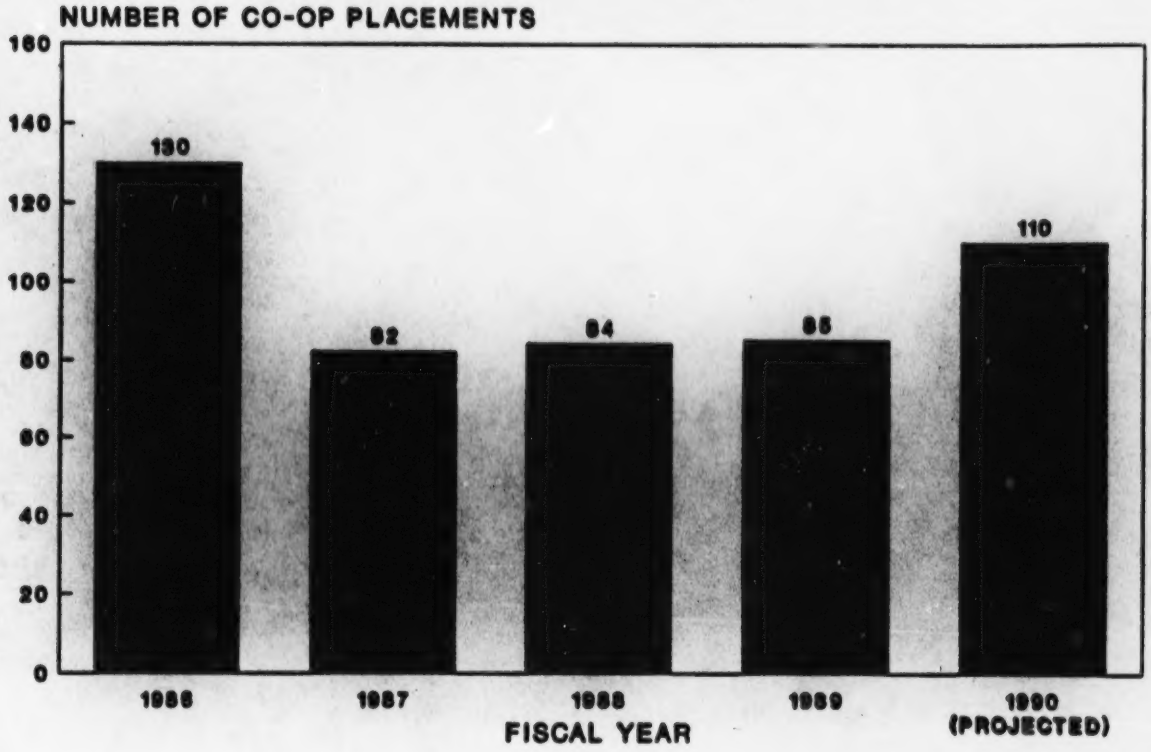
COURSE SUCCESS RATES BY DEPARTMENT

DEPARTMENT	% COMPLETING COURSES SUCCESSFULLY
Accounting	64%
Art	83%
BMET	100%
Business	73%
Biology	68%
Computer Aided Design	78%
Chemistry	59%
Criminal Justice	84%
Communications	72%
Cooperative Education	86%
Computer Systems	74%
Construction Technology	88%
Economics	76%
Education	79%
Electronics	78%
Engineering Graphics	81%
Fine Arts	65%
Financial Planning	73%
French	75%
Geography	74%
German	77%
Health Care	73%
Human Development	79%
Health Education	77%
History	74%
Mathematics	65%
Management	78%
Music	80%
Nursing	68%
Physical Education	78%
Philosophy	73%
Political Science	78%
Physics	72%
Plant Science	79%
Psychology	83%
Russian	76%
Science	80%
Sociology	79%
Spanish	80%
Secretarial Science	62%
Special Topics	78%
Theatre Arts	67%
COLLEGE OVERALL	73%

DATA SOURCE: HCC'S Student Database, Grade Distribution report for Fall 1989, January 1990.

BACKGROUND: Course Success is defined as those students who received a grade of A, B, or C.

CHART 24
COOPERATIVE EDUCATION PLACEMENTS
FISCAL YEARS 1986 - 1990



DATA SOURCE: Data provided by the Linkage Programs Office.

BACKGROUND: Cooperative Education is supervised work experience directly related to a student's major subject area and/or career goals and interests. Its basic purposes are to integrate classroom theory and work applications and to assist the student in making the transition from school to work.

CHART 25
RATIO OF STUDENT CREDIT HOURS TO FACULTY HOURS TAUGHT
MARYLAND COMMUNITY COLLEGES
FISCAL YEARS 1985 - 1989

College	FY 1985	FY 1986	FY 1987	FY 1988	FY 1989
Allegany	19.6	19.1	18.2	19.5	18.9
Anne Arundel	19.0	19.5	20.5	22.0	22.4
Baltimore	21.3	20.1	18.6	18.2	17.5
Catonsville	20.8	21.9	21.0	20.5	20.2
Cecil	15.5	14.7	15.1	14.6	14.5
Charles	18.1	15.9	16.4	13.8	15.1
Chesapeake	19.3	19.5	19.3	19.1	17.3
Dundalk	16.8	15.8	15.3	15.9	15.5
Essex	18.7	18.6	18.1	18.5	19.2
Frederick	15.9	16.1	15.9	16.2	14.4
Garrett	12.6	10.9	11.5	11.2	12.9
Hagerstown	17.3	18.1	18.1	18.9	18.8
Harford	19.3	20.5	20.6	19.3	20.4
Howard	20.8	18.4	18.4	18.2	19.3
Montgomery	22.2	19.4	20.6	20.2	20.9
Prince George's	20.8	20.0	19.6	29.1	19.4
Wor-Wic Tech	11.6	11.2	11.3	11.7	17.5
Systemwide ratio	19.8	19.0	19.0	18.8	19.1

NOTE: These ratios are the result of dividing student credit hours generated by faculty course credit hours taught, measured at the end of the third week of classes each semester, and exclusive of continuing education courses.

Source: Maryland State Board for Community Colleges Datebook, January 1990

CHART 26

CHARACTERISTICS OF CONTINUING EDUCATION STUDENTS (FY89)

REGISTRATIONS	14,228
UNDUPLICATED STUDENTS *	9,320
FULL-TIME EQUIVALENT ENROLLMENT	847

GENDER:		MEAN AGE:	39 Years
Male	37.9%	Mean age of males	37.8
Female	62.1%	Mean age of females	42.1

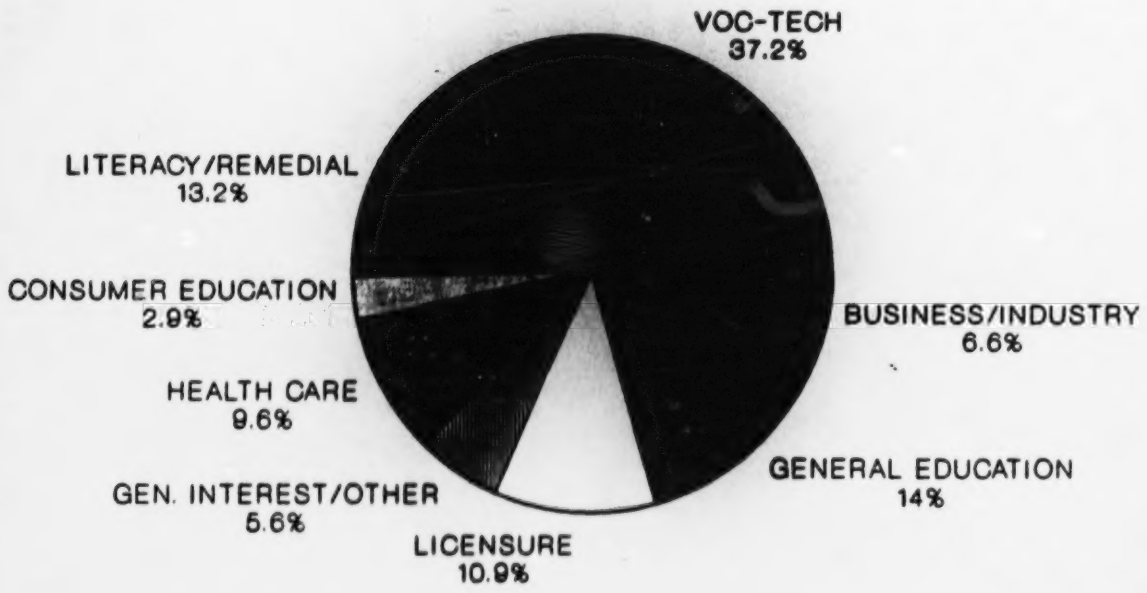
RACIAL/ETHNIC ORIGIN:		
White	78.5%	Total Minority: 21%
African American	12.2	
Asian	5.6	
Hispanic	2.8	
American Indian	0.3	
Other/Unknown	0.6	

RESIDENCE:	
Howard County	74.0%
Other	26.0

* Maryland residents in state aid eligible courses. The total number of unduplicated continuing education students for FY89 is 10,395.

DATA SOURCE: State Board for Community Colleges End of Year (EOY) FY89 data tapes.

CHART 27
PERCENT OF CONTINUING EDUCATION STUDENTS * IN SPECIFIC TYPES OF COURSES IN FY89



* Unduplicated headcount used.

DATA SOURCE: State Board for Community Colleges (SBCC) end of the year Continuing Education FY89 data tapes.

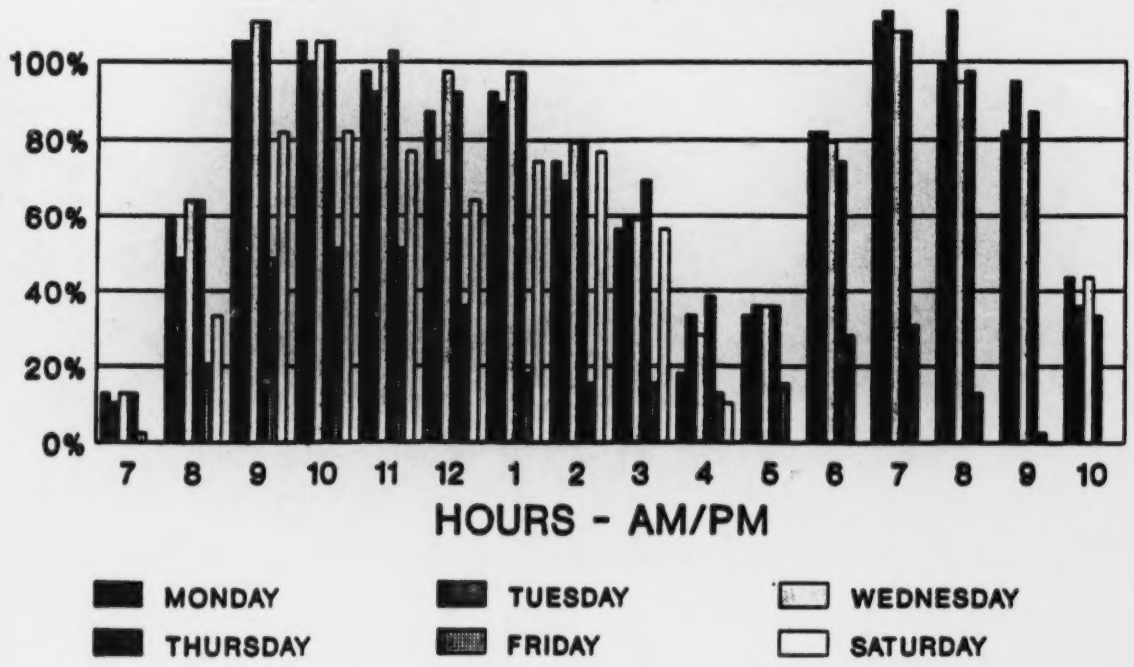
BACKGROUND: In seeking approval for a Continuing Education course, community colleges must provide a course description and identify which of ten course intent areas describes the purpose of the course. This pie chart indicates the percentage of the unduplicated headcount figure by course intent area.

PART FIVE

FACILITIES ENHANCEMENT

CHART 28

HOWARD COMMUNITY COLLEGE
CLASSROOM UTILIZATION - FALL 1989
CREDIT PLUS CREDIT-FREE

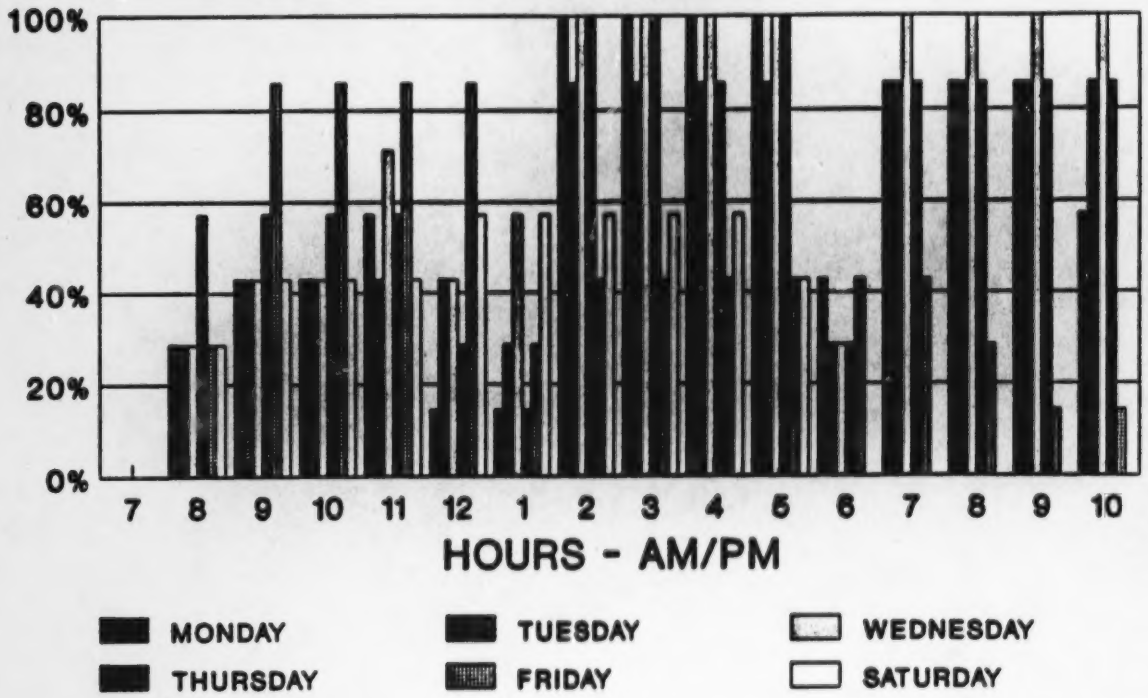


DATA SOURCE: Data are from HCC's scheduling rosters.

BACKGROUND: For those time periods during which more than 100% utilization is shown, space other than classrooms is being used to accomodate the overflow. For example, conference rooms may be used during these peak time periods.

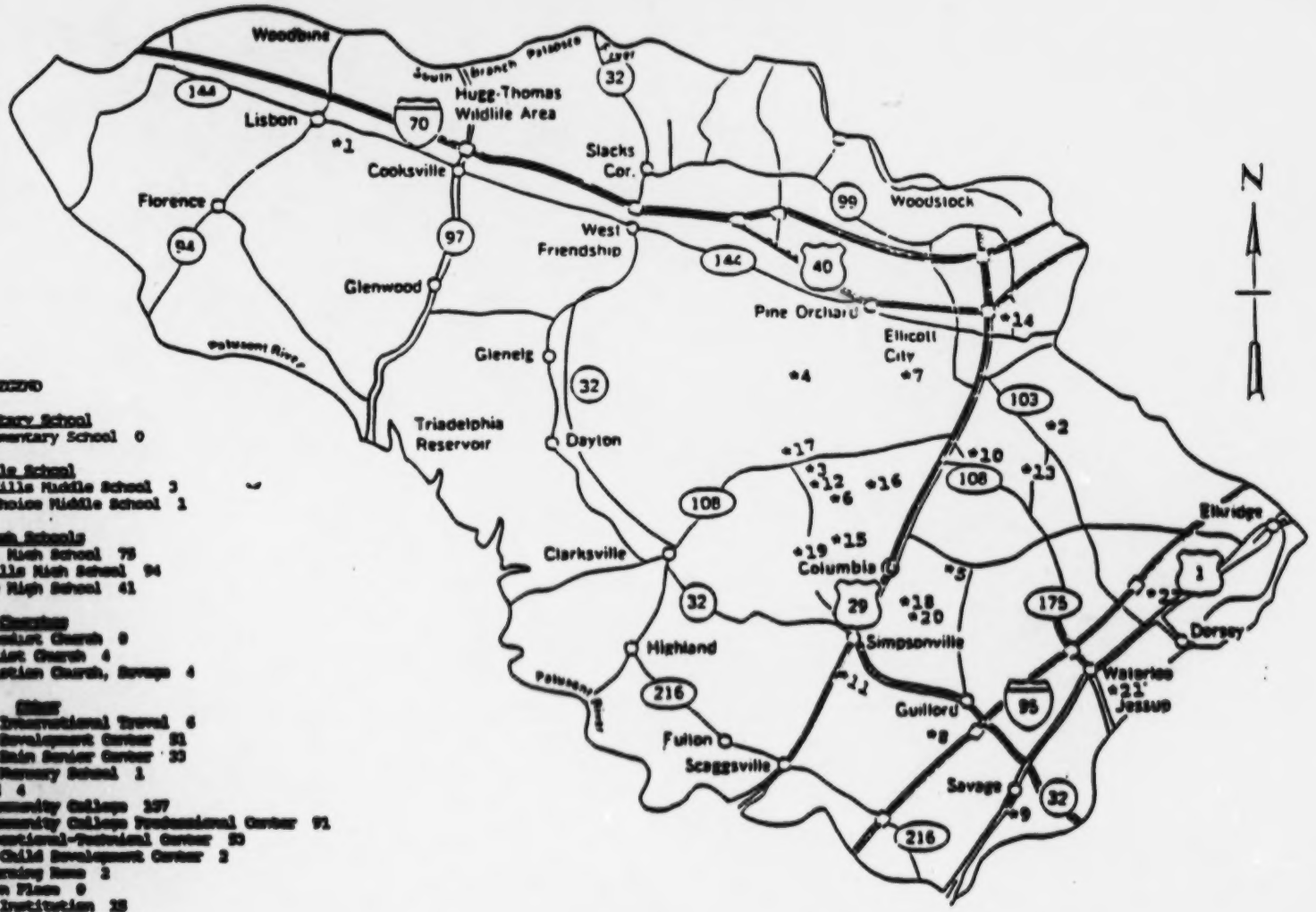
CHART 29

HOWARD COMMUNITY COLLEGE
CLASSROOM UTILIZATION - FALL 1989
LABORATORIES



DATA SOURCE: Data are from HCC scheduling rosters.

CONTINUING EDUCATION SITES IN HOWARD COUNTY



LEGEND

Elementary School
1-Lisbon Elementary School 0

Middle School
2-Ellicott Mills Middle School 3
3-Harper's Choice Middle School 1

High Schools
4-Centennial High School 75
5-Oakland Mills High School 94
6-Wilde Lake High School 41

Churches
7-Emory Methodist Church 0
8-First Baptist Church 4
9-Grace Christian Church, Savage 4

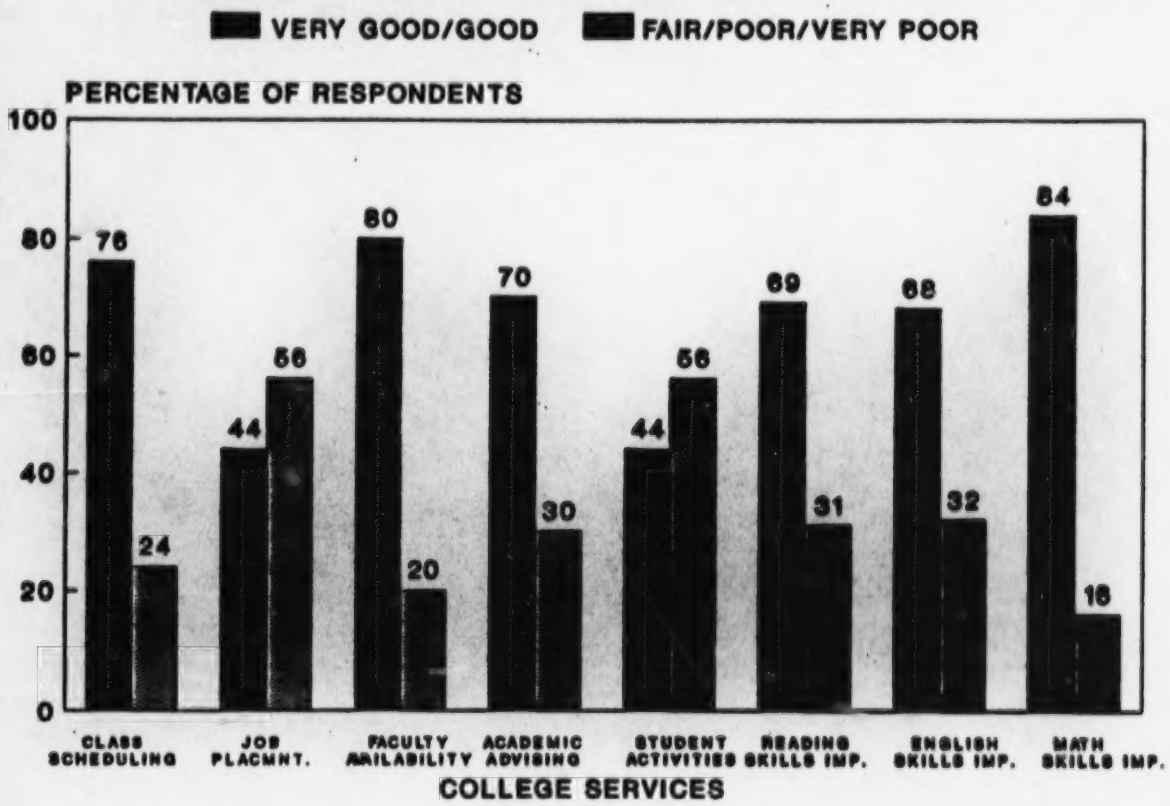
Other
10-American International Travel 6
11-Business Development Center 51
12-Florence Main Senior Center 33
13-Glen Mar Nursery School 1
14-Heartland 4
15-Howard Community College 197
16-Howard Community College Professional Center 91
17-Howard Vocational-Technical Center 35
18-Longwood Child Development Center 2
19-Lorien Nursing Home 2
20-Owen Brown Plaza 0
21-Permanent Institution 25
22-Elkridge Baptist Church 3

The numbers listed to the right of the site locations indicate the number of courses held currently.
In the few instances where this number is zero, increased enrollments are expected in the future at these sites.

PART SIX

CUSTOMER SERVICE

CHART 30
RATING OF SURVEYED COLLEGE SERVICES BY RESPONDENTS OF 1988 GRADUATE FOLLOW-UP



DATA SOURCE: Howard Community College and the State Board for Community Colleges (SBCC) jointly conducted a survey of 1988 graduates. Spring 1989 was the first time these particular college services were rated on the graduate follow-up survey.

PART SEVEN

QUALITY LEADERSHIP

CHART 31
PROJECTED INSTRUCTIONAL PROGRAMS

Howard Community College

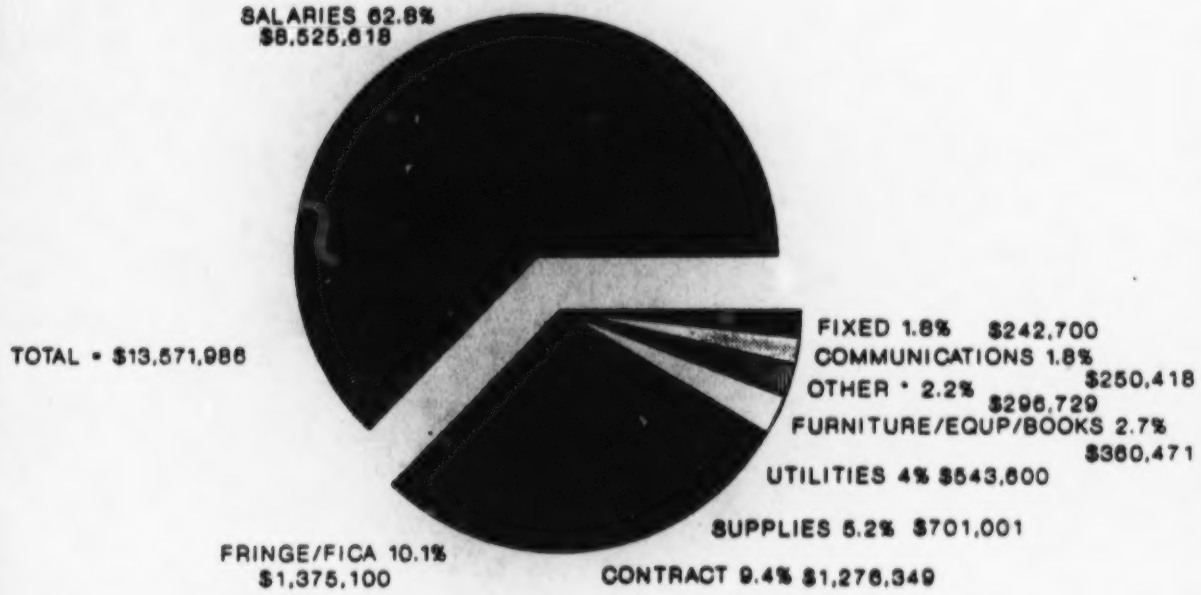
Fall 1990	
Photography	AA/Certificate
Telecommunications Management	AA
Fall 1991	
Health Education	AA
Manufacturing Systems Technology	Certificate
Network Management	Certificate
Sports Fitness	AA
Fall 1992	
Chemical Dependency	AA/Certificate
Criminal Justice	AA
Floral Design	Certificate
Hazardous Waste Management Technology	AA/Certificate
Paralegal	Certificate
Fall 1993	
Industrial Optics Technology	AA
Mass Communication	AA
Fall 1994	
Fire Service Technology	AA/Certificate
Journalism	AA

SOURCE: OFFICE OF THE DEAN OF INSTRUCTION

PART EIGHT

PRIVATE AND PUBLIC SUPPORT

CHART 32
HOWARD COMMUNITY COLLEGE
FISCAL YEAR 1991 OPERATING BUDGET BY OBJECT

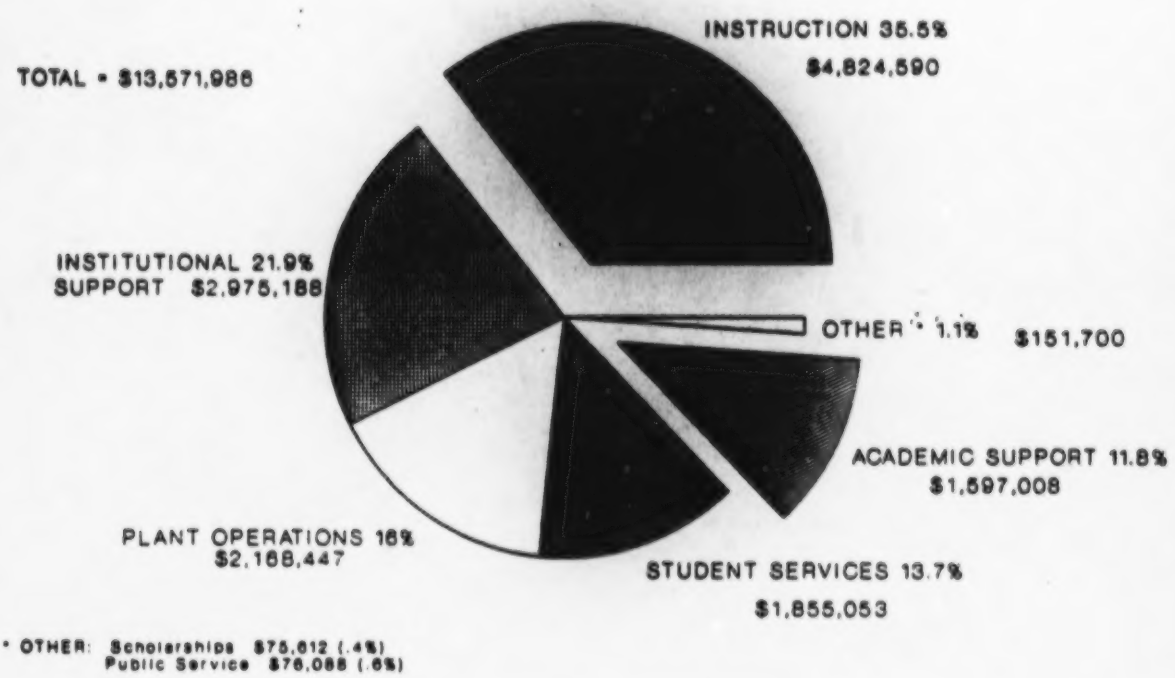


• OTHER: Grants $6,760 - Contingency $35,000
Professional Dev./Special Projects $179,357
Scholarships $75,612

DATA SOURCE: Howard Community College's proposed FY91 Budget.

BACKGROUND: These budget figures reflect expenditures by uniform object categories established by the State Board for Community Colleges (SBCC). The expenditures only reflect the college's general operations, exclusive of Continuing Education and special funds.

CHART 33
HCC FISCAL YEAR 1991
PROPOSED OPERATING BUDGET EXPENDITURES BY FUNCTION

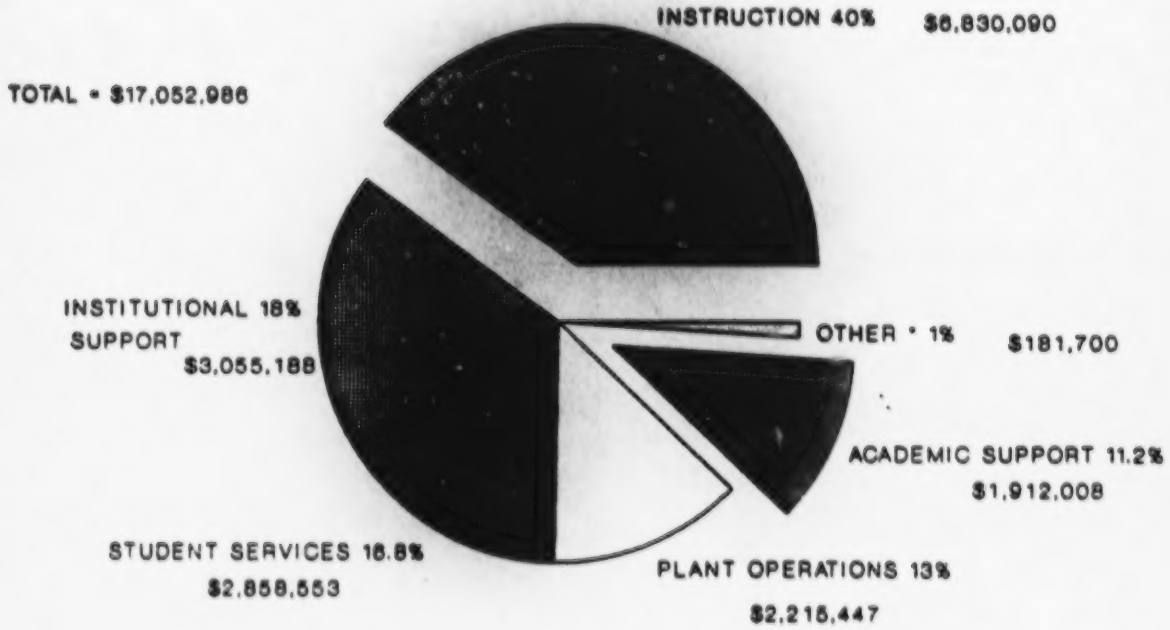


• OTHER: Scholarships $75,612 (.4%)
Public Service $76,088 (.6%)

DATA SOURCE: Howard Community College's Proposed FY91 Budget.

BACKGROUND: In accordance with National Association of College and University Business Officers (NACUBO) guidelines, expenditures are divided into functional categories. These budget figures reflect projected expenses for the college's general operations, exclusive of Continuing Education and special funds.

CHART 34
HCC FISCAL YEAR 1991
UNRESTRICTED BUDGET BY FUNCTION

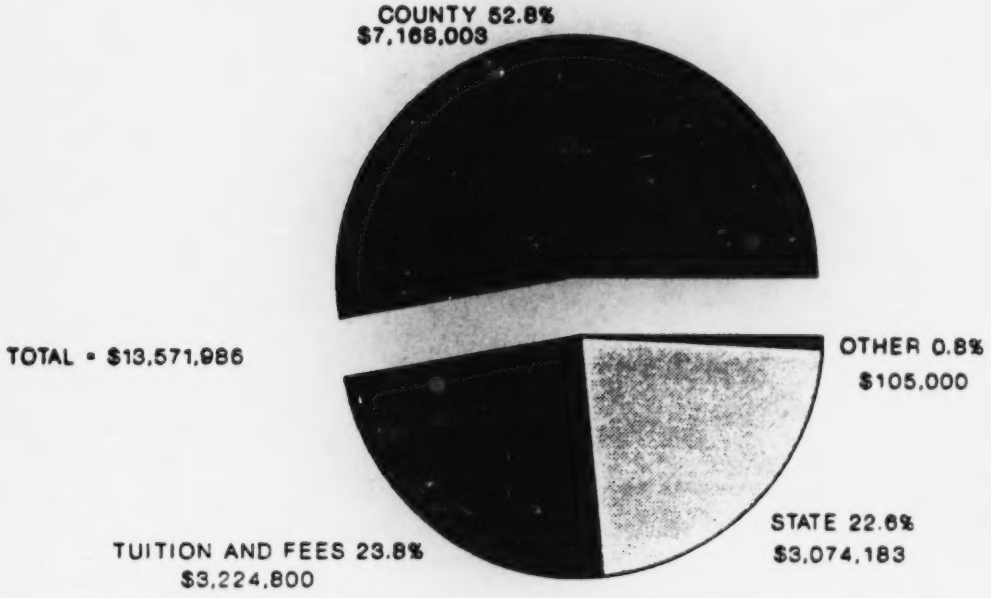


*OTHER. Scholarships $75,612
Public Service $106,088

DATA SOURCE: Howard Community College's proposed FY91 Budget.

BACKGROUND: In accordance with National Association of College and University Business Officers (NACUBO) guidelines, expenditures are divided into functional categories. These budget figures reflect projected expenses for all unrestricted areas of the college.

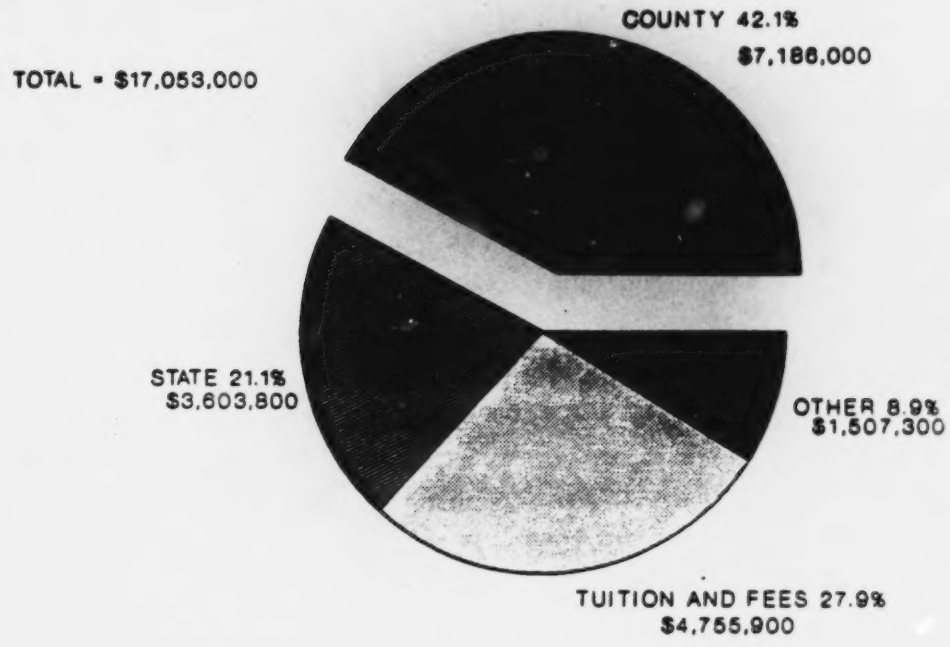
CHART 35
FISCAL YEAR 1991 SOURCES OF REVENUE
PROPOSED OPERATING BUDGET



DATA SOURCE: Howard Community College's Proposed FY91 Budget.

BACKGROUND: These budget figures reflect revenue sources for the college's general operation, exclusive of Continuing Education and special funds. These figures do not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

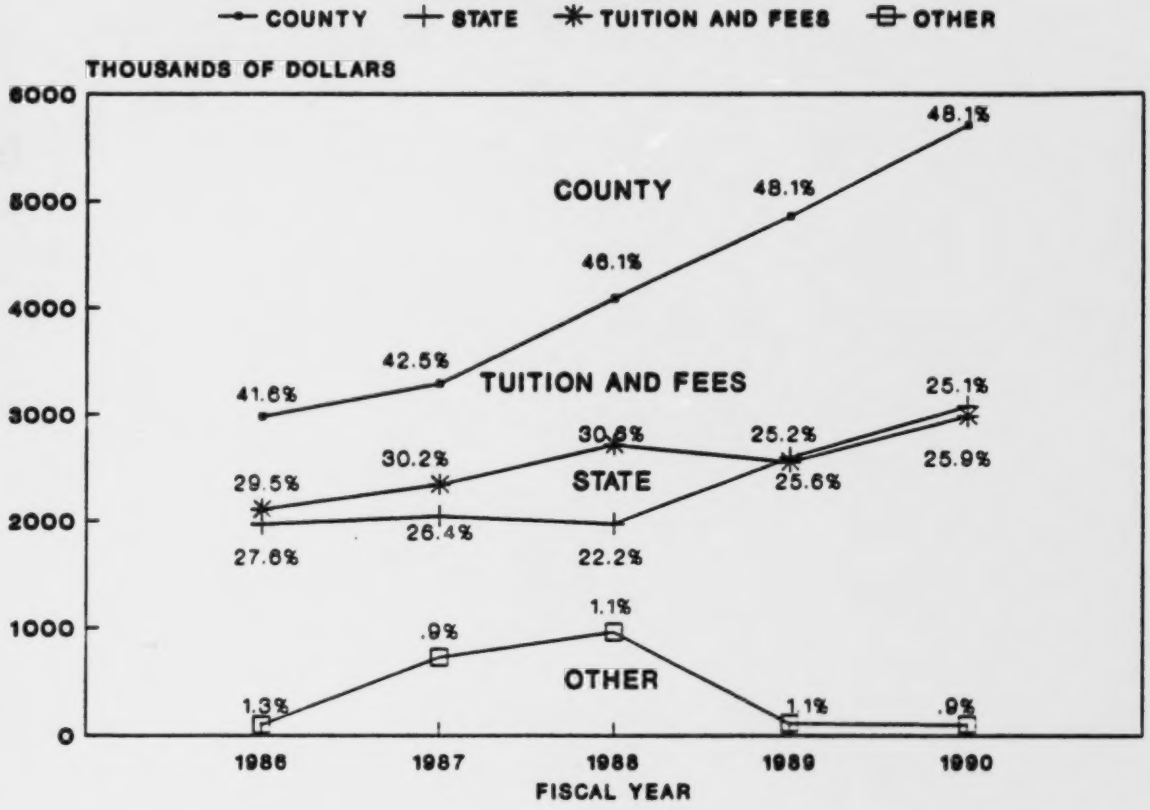
CHART 36
FISCAL YEAR 1991 SOURCES OF REVENUE
PROPOSED UNRESTRICTED BUDGET



DATA SOURCE: Howard Community College's Proposed FY91 Budget.

BACKGROUND: These figures reflect revenue sources for all of the college's unrestricted operations. These figures do not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

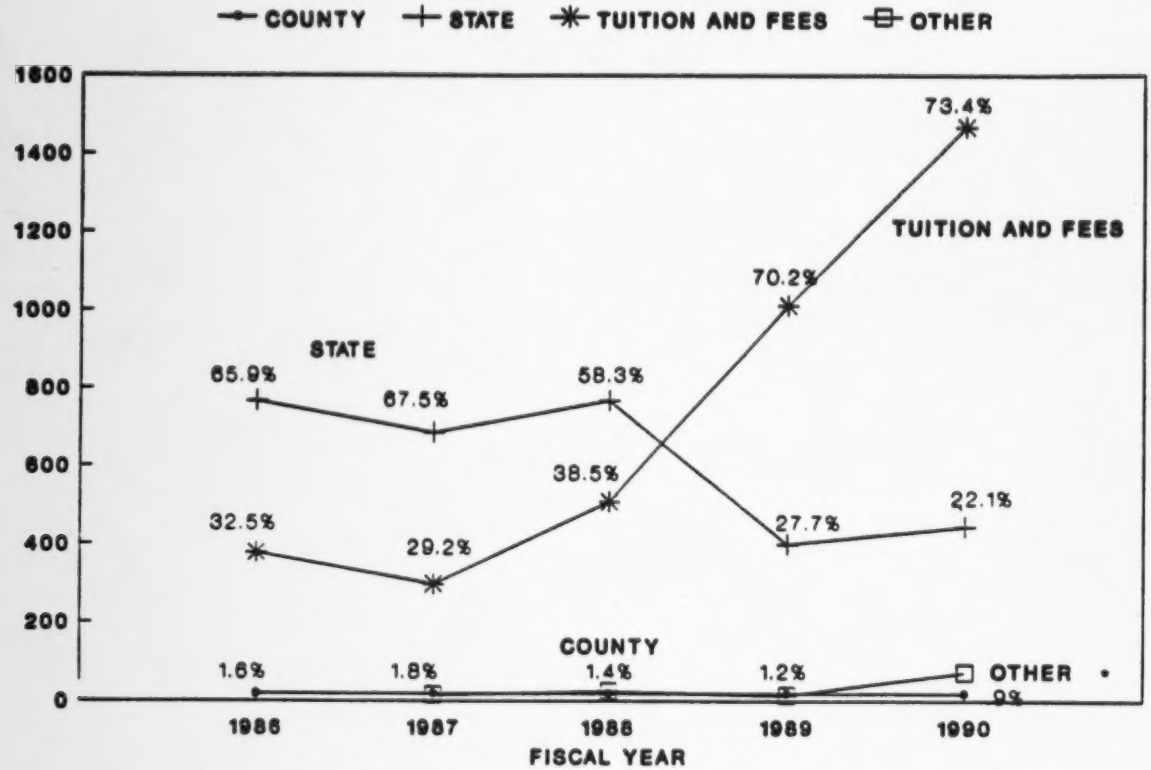
CHART 37
SOURCES OF REVENUE FISCAL YEARS 1986 - 1990
OPERATING BUDGET



DATA SOURCE: Howard Community College's Audited Revenue FY81-FY89 and FY90 Operating Budget Revenue.

BACKGROUND: These figures represent sources of the college's general operations, exclusive of Continuing Education and special funds. The decline in tuition and fees for FY89 is due primarily to a change in the funding formula for state aid which eliminated the tuition and fee overhead contribution from Continuing Education. This budget does not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

CHART 38
SOURCES OF REVENUE FISCAL YEARS 1986 - 1990
CONTINUING EDUCATION BUDGET

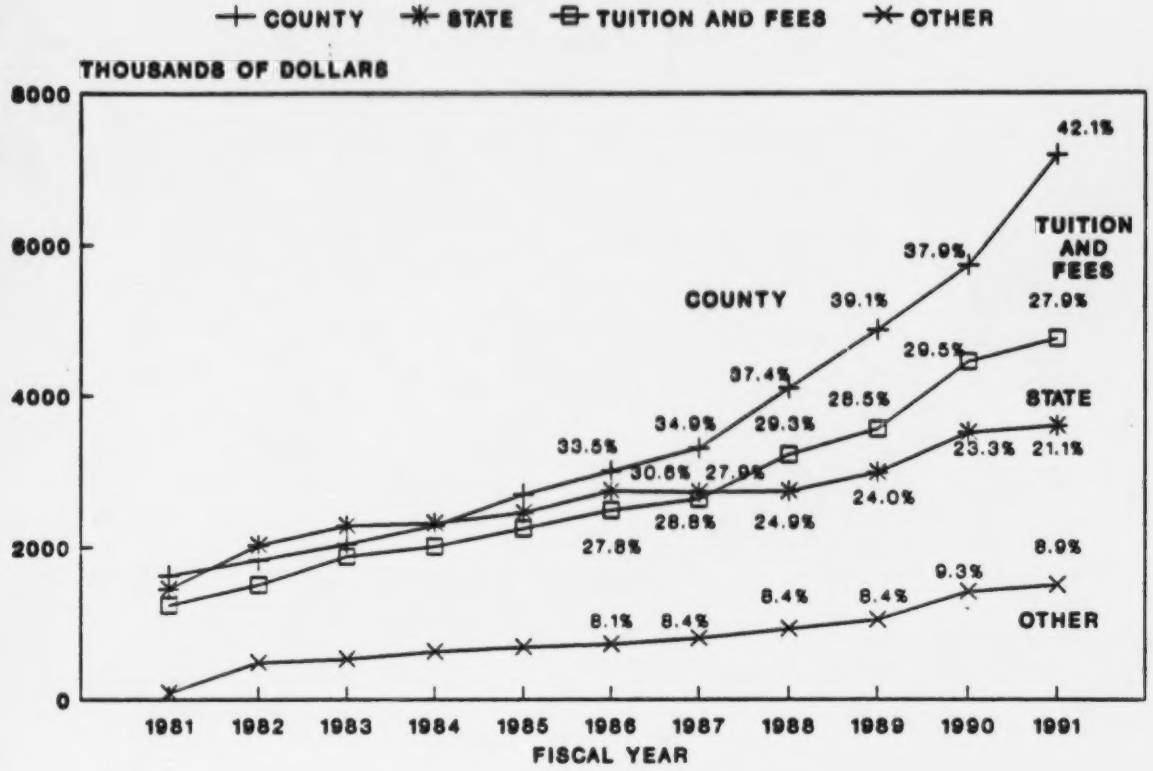


• Percentages for "OTHER" are: 1987 - 1.5%, 1988 - 1.8% , 1989 - .9%, 1990 - 3.6%

DATA SOURCE: Howard Community College's Audited Continuing Education Revenue FY86-89 and FY90 Continuing Education Budgeted Revenue.

BACKGROUND: These figures represent revenue sources for Continuing Education's operations only. In FY89, the state changed its funding formula. This caused a decline in state aid per FTE. At that time, the college eliminated the overhead contribution from tuition and fees causing the increase in this revenue source. These figures do not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

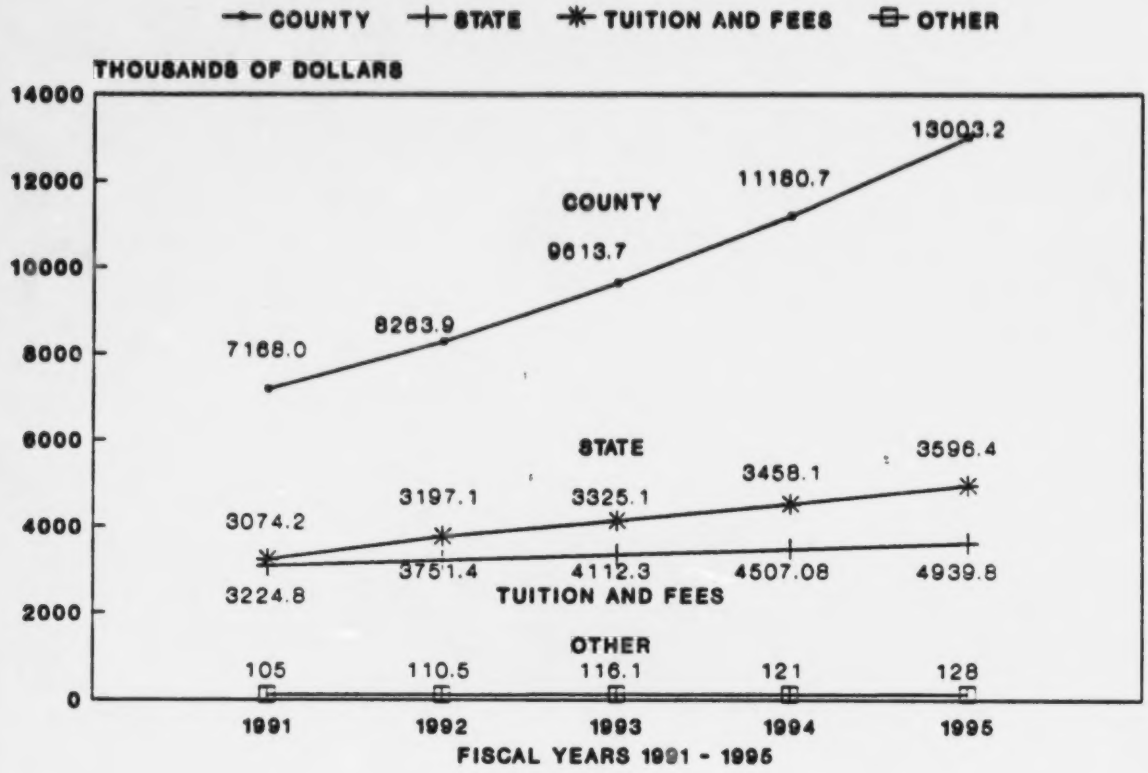
CHART 39
SOURCES OF REVENUE FISCAL YEARS 1981 - 1991
UNRESTRICTED BUDGET



DATA SOURCE: Howard Community College's Audited Revenue FY81-FY89 and Budget Revenue FY90 and FY91.

BACKGROUND: These figures represent the total unrestricted sources of revenue for FY81-FY91. This includes general operating, Continuing Education and special funds. The figures do not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

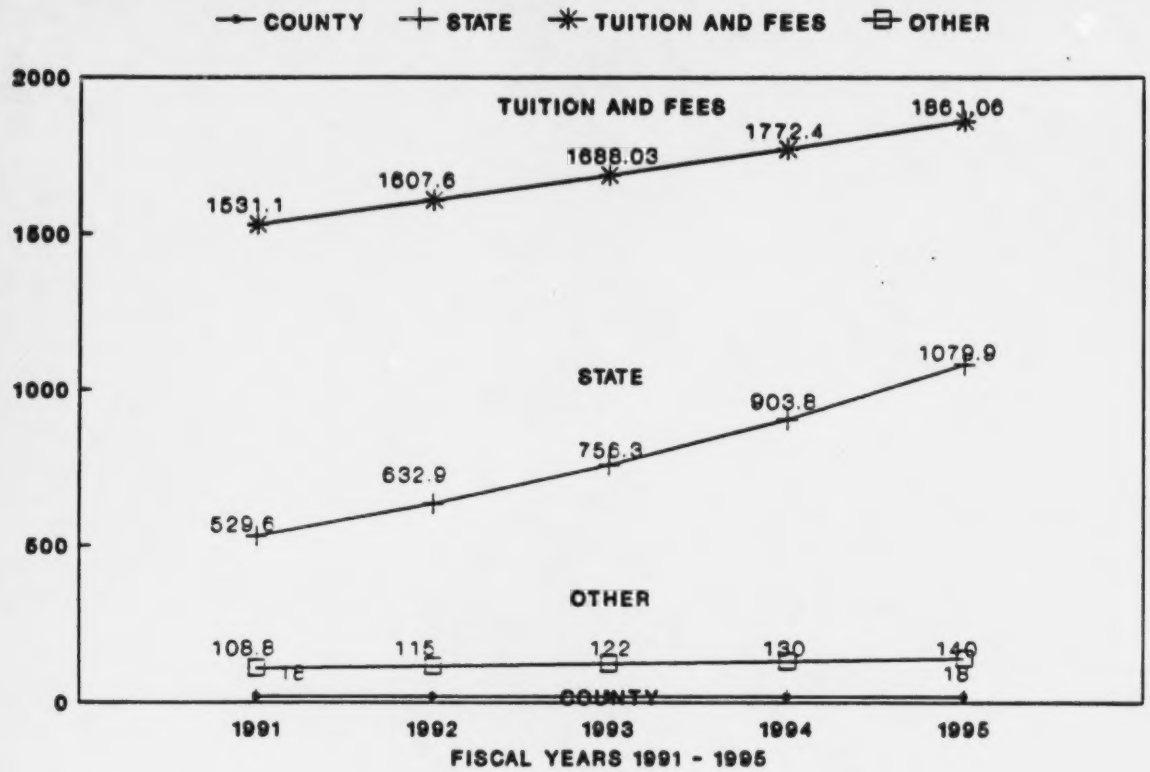
CHART 40
PROJECTED CHANGES IN REVENUE SOURCES
BASED ON CURRENT TRENDS - OPERATING BUDGET



DATA SOURCE: These figures represent projections based on current operating trends.

BACKGROUND: This represents projections for general operations only and does not include any assumptions for Continuing Education or special funds. These projections do not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

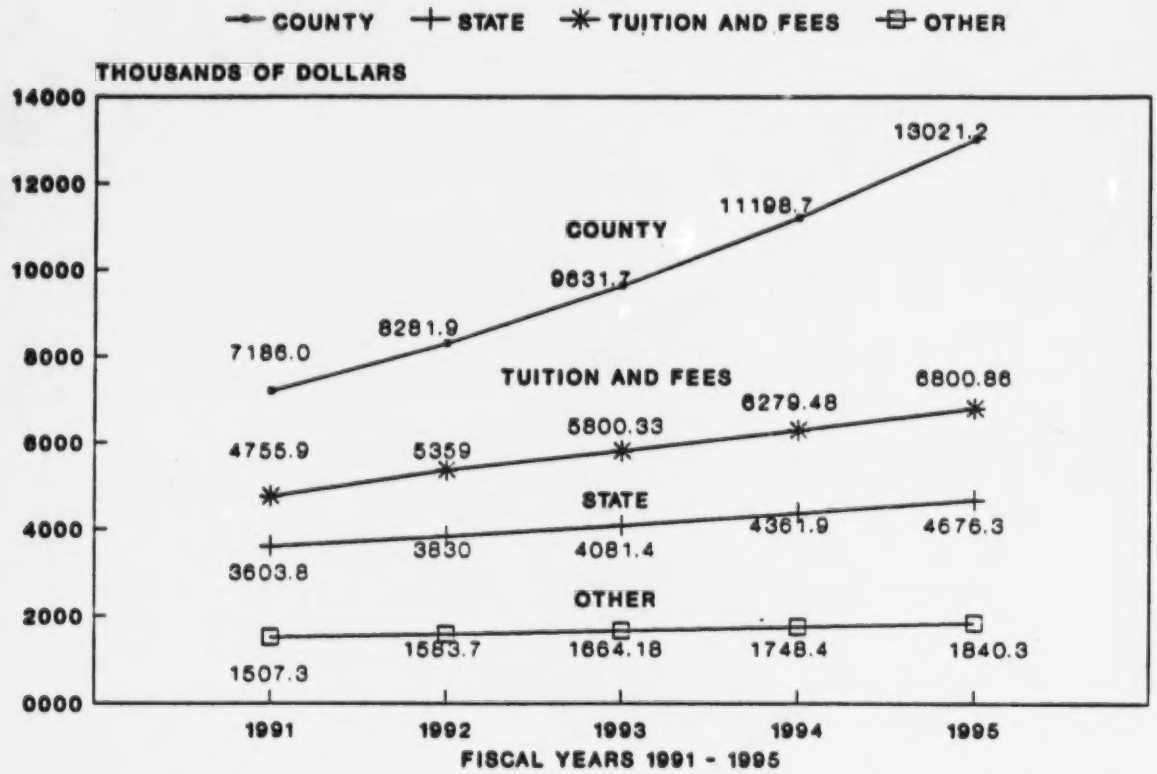
CHART 41
PROJECTED CHANGES IN REVENUE SOURCES
BASED ON CURRENT TRENDS - CONTINUING EDUCATION BUDGET



DATA SOURCE: These figures represent projections based on current trends in Continuing Education.

BACKGROUND: This represents revenue projections for Continuing Education only and does not include any assumptions for operating or special funds. These projections do not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

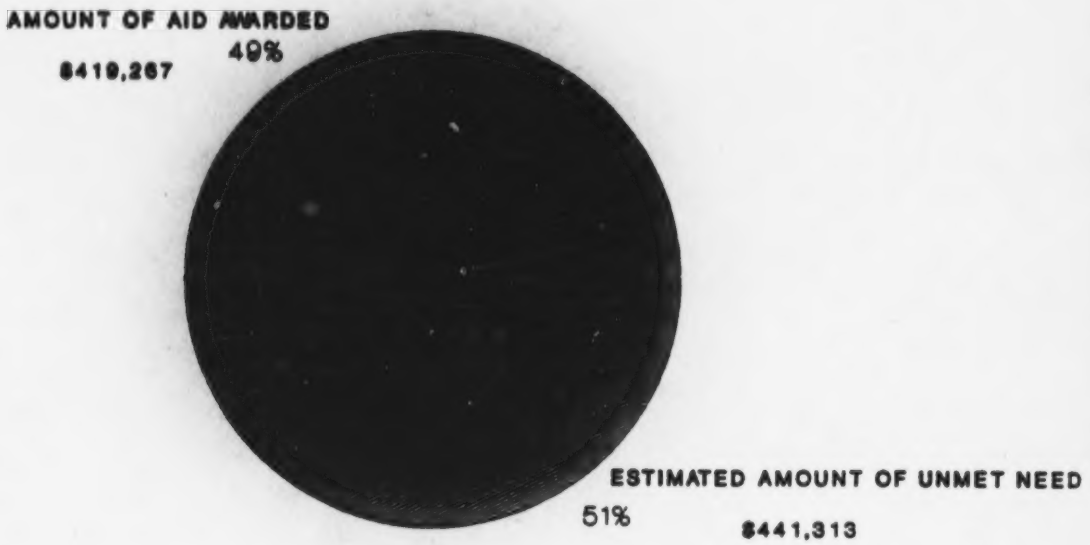
CHART 42
PROJECTED CHANGES IN REVENUE SOURCES
BASED ON CURRENT TRENDS - UNRESTRICTED BUDGET



DATA SOURCE: These figures represent projections for all unrestricted operations based on current trends.

BACKGROUND: Unrestricted revenue include general operations, continuing education and special funds. These projections do not include county contributions to debt service payments for the college or state contributions to retirement and TIAA CREF.

CHART 43
UNMET NEED - FY89 HCC FINANCIAL AID APPLICANTS
CALCULATED ON ACTUAL FY89 FIGURES



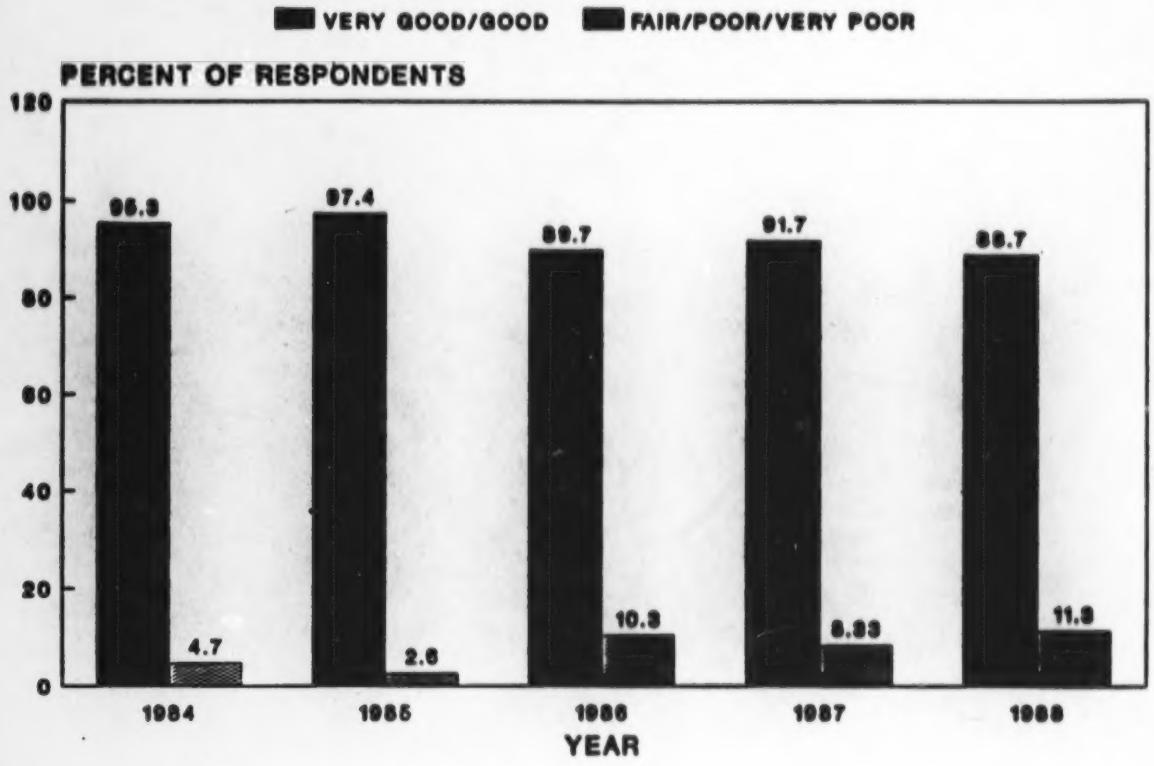
DATA SOURCE: College Board Financial Aid Forms completed by students applying for financial aid in FY89.

HOWARD COMMUNITY COLLEGE OFFICE OF RESEARCH AND PERSONNEL 1/90

PART NINE

IMAGE OF THE COLLEGE IN THE COMMUNITY

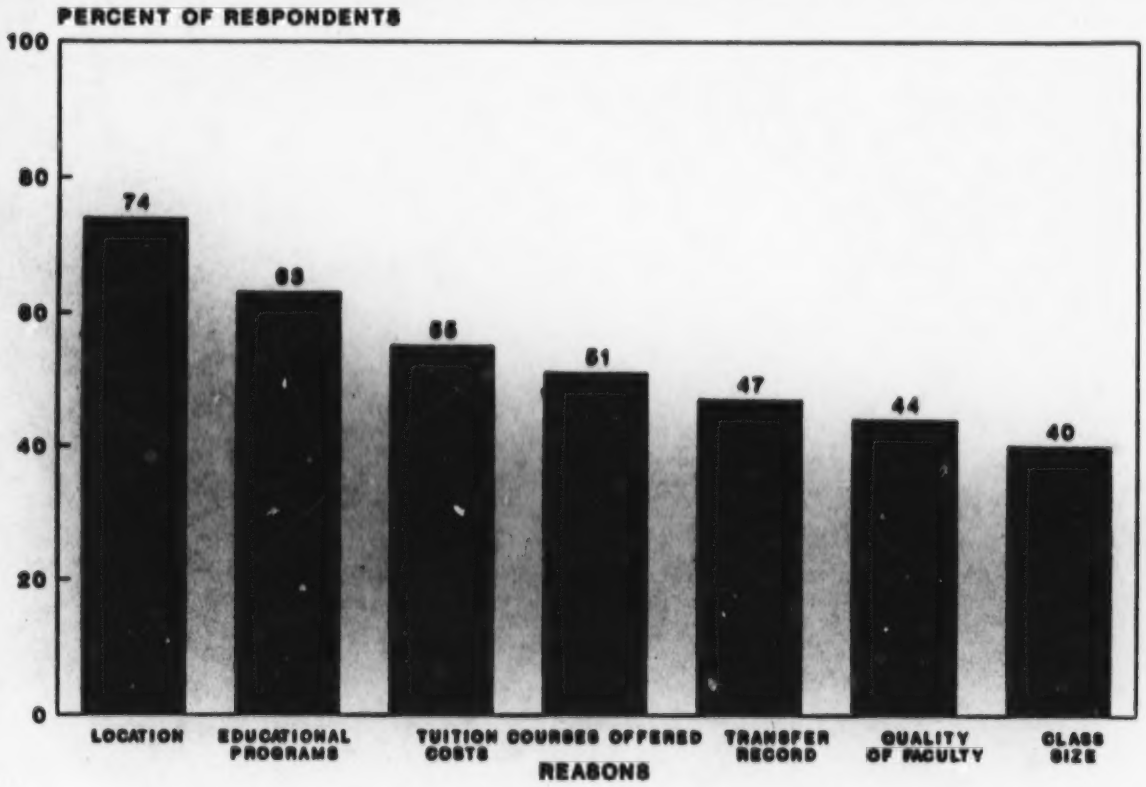
CHART 44
OVERALL QUALITY OF HOWARD COMMUNITY COLLEGE RATING BY RESPONDENTS TO FOLLOW-UP SURVEYS



DATA SOURCE: Data for each year are from the annual graduate follow-up study conducted in late spring. Howard Community College and the State Board for Community Colleges (SBCC) jointly conducted a survey of 1988 graduates.

BACKGROUND: The State Board for Community Colleges (SBCC) mandates that a graduate follow-up survey be conducted every other year; however, HCC conducts a graduate follow-up annually.

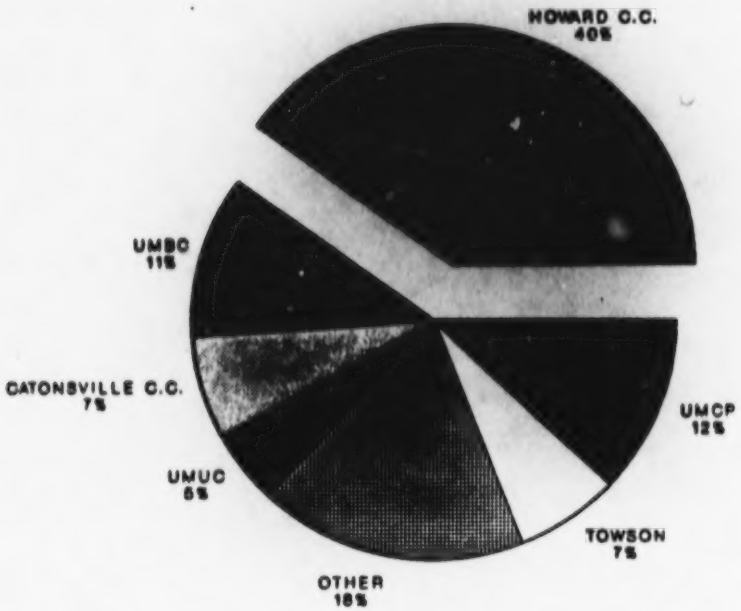
CHART 45
PERCENT OF RESPONDENTS RATING REASONS FOR SELECTING HCC AS "VERY IMPORTANT" ON 1989 OUTREACH AND INFORMATION SURVEY



DATA SOURCE: Analysis of the Outreach and Information survey as reported in "Outreach and Information: Survey Results," by B. B. Livieratos, Research Report Number 58, May 1989.

BACKGROUND: The Outreach and Information Survey has been conducted only once (December 1988). There were 925 respondents to the survey, representing 24% of Fall 1988 enrollees.

CHART 46
RESIDENTS OF HOWARD COUNTY
ENROLLED AS UNDERGRADUATES IN MARYLAND COLLEGES



DATA SOURCE: Data are from "Enrollment by Place of Residence in Maryland Institutions of Higher Education, Fall 1988", Maryland Higher Education Commission (MHEC), May 1989. Information was obtained for all students enrolled on Maryland campuses (both public and private) with the exception of Washington Theological Union.

CHART 47
RESIDENTS OF HOWARD COUNTY ENROLLED AS UNDERGRADUATES IN MARYLAND COLLEGES

ENROLLMENT BY PLACE OF RESIDENCE
MHEC FALL 1988

IMAGE AND REPUTATION SURVEY
FALL 1985

DATA SOURCE: Data are from "Enrollment by Place of Residence in Maryland Institutions of Higher Education, Fall 1988", Maryland Higher Education Commission (MHEC), May 1989. Information was obtained for all students enrolled on Maryland campuses (both public and private) with the exception of Washington Theological Union. Data presented in "An Image and Reputation Survey" conducted for Howard Community College by Response Analysis, Princeton, N.J., November 1985.

CHART 48
COMMUNITY USE OF HOWARD COMMUNITY COLLEGE FACILITIES
JANUARY 1989 TO DECEMBER 1989

ESTIMATED ATTENDANCE EXCEEDS 63,000

ORGANIZATION	*ESTIMATED ATTENDANCE*
Maryland Acupuncture Society	200
Maryland Blood Center	20
Maryland Soccer Association	30
New Stages Inc.	120
Shih Tzu Fanciers of Greater Baltimore	25
Jack and Jill of America, Inc.	120
University of Maryland Applied Research and Eval.	12
Howard County Public Schools Meeting	120
Columbia Cosmos	135
Myasthenia Gravis	35
MACCE (Con't Ed.)	20
Howard County Alumni (U. of MD)	35
Wood Heating Education and Research	20
Central MD Microcomputer Users	80
Maryland Association of Professional Electrologists	20
Fountainhead Title Group of Howard County	400
Liberty Medical Center	2
Maryland Blood Center	20
March of Dimes	100
Indian Culture Assoc.	300
Community Building Group	150
Baltimore Frisbee Club	60
Jehovah's Witnesses	24
Drivers Education Teachers Association	30
U.S. Census Bureau	24
Caryl Maxwell Dancers	1200
Co-Dependants Anonymous	200
MD State Department of Education	100
HoCoPoLitSo	1500
Foreign Born Inf. Referral Network (FERN)	100
Maryland National Bank	10
Jehovah's Witnesses	12

FACILITY USE - Page 2

National Council of Jewish Women	75
Metropolitan Baltimore Doberman Pinzers Club	75
National Cave Rescue Commission	50
Metropolitan Washington Blood Bank	20
Kinetics Dance Theatre	200
Telecource Orientation	200
Eva Anderson Dancers	600
LaMon Unlimited	300
Columbia Chamber Orchestra	150
Ellicott City Ballet Guild	280
Columbia Film Society	5400
Baltimore Chamber Orchestra	300
Columbia Presbyterian Church	15,600
Alumni Association of Seoul National University	300
Howard County Substance Abuse Summit	500
Candlelight Concert	11,700
Columbia Association-Fundraiser for TUTU	200
Arabesque Dance	1600
First Baptist Church of Laurel	150
Choe Karate Tournament	150
Towson Volleyball Club	70
Frederick Volleyball Club	70
American Red Cross	20
Howard County Hospital	80
A.S.T. Serpents	50
Soccer USA	50
Gee Soccer Camp, Inc.	100
Student Act. Tree Trimming	30
High School Counselors	40
Alpha Kappa Alpha (Lynn Coleman)	60
Caryl Maxwell Photo Session	100
ACT Testing (Ricki Coffey)	75
Rising Star Children Theatre	60
Staff Development	20
Shephard College Visit	2
Childrens World Leasing Center	1
Non-Alcoholic Pub	150
Counseling Wrkshop	10
Police Recruit Classes	40
Curriculum Major Fair	100
Financial Aid Seminar	150

FACILITY USE - Page 3

MAHPERD Conference	100
Latin American Show	400
Latin marketplace	200
Substance Abuse Summit	300
SAT Prep Workshop	100
Plant meeting	12
Plant Meeting	20
Business Office Meeting	50
Drug Abuse Summit	300
Job Placement	2
Black Student Union	200
Co-Op Job fair	150
Campus Alive	50
Coffee house	150
Play Rehersals (Theatre)	60
Business 160 Class	60
Testing (Mary Gosline)	30
New Faculty Lunch	11
The Dating Game	150
Work Shop (Bertha Hamilton)	15
Student Act. Movie Previews	50
Adoption Workshop	35
Rising Star Childrens Theatre	30
Training of Portfolio (linkage)	10
Electronic Luncheon	13
Book Auction	75
Bridges Grant	50
Linkage Job Placement	2
Buffet Lunch	150
Manpower	1
Blood Drive	50
Aids Awareness	75
Holloween Dance	100
SAT Prep Workshop	100
Cont. Ed	25
Black Student Union	20
Job Placement	2
Awards Ceremony	100
Middle State Accredit.	50
Job Placement	30
Jazz Performance	75
Black Student Union	230
Assertivness Workshop	15

Allied Health	150
Middle States Meeting	50
Opt. Prof. Test	10
Division Meeting	30
High Tech Recruitment	10
Transfer Day	100
Hypnotist	100
Stress Workshop	20
Follow-up Teacher Meeting	12
Faculty Development Meeting	10
Telefec Temps Job Placement	2
Curric. Fair	300
Ready Set Test Workshop	20
Sediment Control	25
Nana Ewool Class Makeup	10
Safety Commitee	17
CEI Plus	6
UM transfer Day	100
Private School	200
Oktober Fest Picnic	300
Search Committee	6
Campus Alive	50
Time Mgmt. Workshop	15
Police Testing	100
Linkage (Nanny)	2
Transfer day	120
Placement Testing	40
Science Orientation	30
Howard County Hospital	35
Welcome Committee	13
Faculty Orientation	75
Orientation	150
Student Support Workshop	40
Advising	400
CAPA Center Placement testing	80
CPA Review	240
Orientation	350
Student Leadership Orientation	20
Landscappers	25
Class B\M\S	25
MCCCP Lunch	20
Science Makeup Class	30
Pres Office Meeting	18

FACILITY USE - Page 5

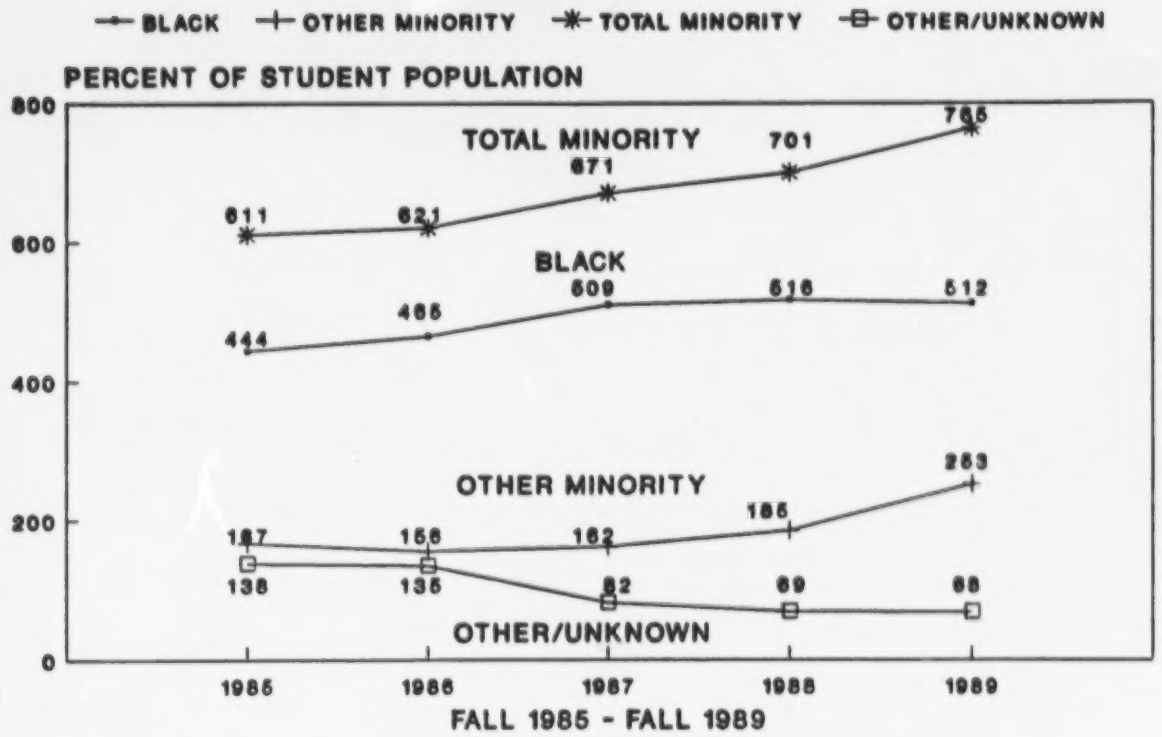
EC101 Makeup class	30
Placement Test	40
Talent Search	100
Job Recruit	2
United Way Kickoff	150
Talent Search Speaker	150
CEI Plus Meeting	5
B\M\S review class	20
Job Placement	2
Deans List Reception	60
AC 111 Help Session	20
Telecourses	160
Telecourse Orientation	200
Basic Photography	20
MCCCP Lunch	18
Job Placement	2
Orientation	150
Fire Dept.	25
Zoppa Circus	800
Nicholas Nickleby	600
John Blake Quartet	250
Charlie Byrd	420
Foot Prints On The Moon	350
Mask Man	300
Fine Arts Night	200
Art Exhibits	2600
New Stages Meetings	50
AFAACT Conference	300
Reading Conference	200
Scott Joplin Festival	600
Art Monroe Remembered	100
Brian Johnson Concert	80
Columbia Ski Club	250
New Century Singers	150
Kenetics Dance Studio	500
Student Activities. African Speaker	50
Grand Prix Horse Show	800
Columbus Chase	2,000
Real Estate Party	250
TOTAL	63,260

MCC:(B. M.)1/1200

PART TEN

AFFIRMATIVE ACTION

CHART 49
CREDIT HEADCOUNT FALL ENROLLMENT BY MINORITY STATUS

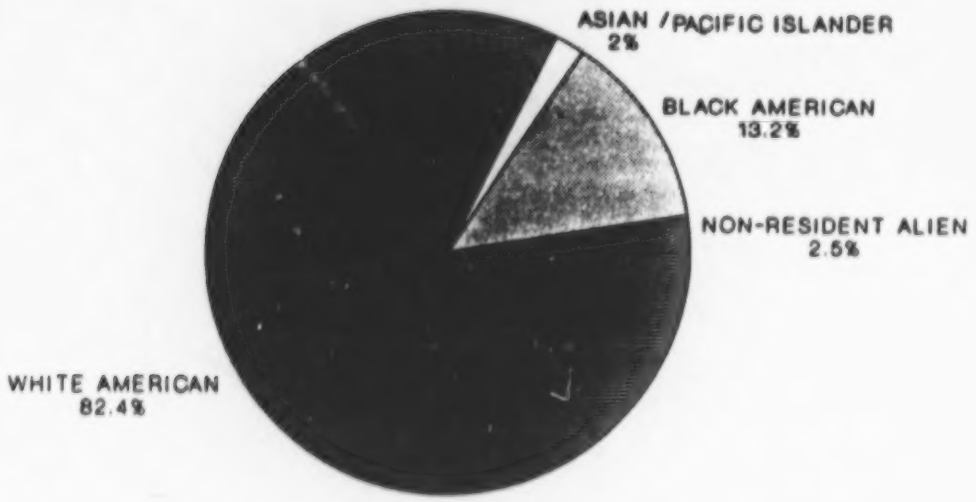


DATA SOURCE: Data are from HCC's Enrollment database files for the semesters shown. Figures reflect statistics recorded as of the third week of classes.

BACKGROUND: Other/Unknown student population is not included in Total Minority enrollment figures, although part of the Other/Unknown population may be minority. The figure provided by the Department of State Planning for Howard County's minority population is 15.1% for 1989.

CHART 50
HOWARD COMMUNITY COLLEGE PERSONNEL
BY RACIAL / ETHNIC GROUP

FALL 1989



AMERICAN INDIAN / ALASKAN NATIVE n=0
HISPANIC n=0

DATA SOURCE: Data are from HCC's September 1989 State Board for Community Colleges (SBCC) Employee Data Tape and include full- and part-time credit faculty, administrative/professional and support staff.

BACKGROUND: Standard EEOC criteria were used to describe racial/ethnic categories. For example, a Non-Resident Alien is a person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

LIST OF RECENT RESEARCH PUBLICATIONS

HOWARD COMMUNITY COLLEGE
LIST OF MOST RECENT RESEARCH PUBLICATIONS

Livieratos, Barbara B., DISTANCE LEARNERS: HCC'S TELECOURSE STUDENTS. Report No. 62. Howard Community College, October 1989.

Seboda, Barbara L., FOLLOW-UP OF 1987 GRADUATES. Report No. 61. Howard Community College, September 1989.

Seboda, Barbara L., FOLLOW-UP OF 1984 ENTRANTS. Report No. 60. Howard Community College, May 1989.

Livieratos, Barbara B., SURVEY SHEDS LIGHT ON CONTINUING EDUCATION ENROLLEES. Report No. 59. Howard Community College, April 1989.

Livieratos, Barbara B., OUTREACH AND INFORMATION: SURVEY RESULTS. Report No. 58. Howard Community College, May 1989.

Monroe, Charlotte A., HOWARD COMMUNITY COLLEGE 1989-1990 INSTITUTIONAL INDICATORS FOR PROPOSED OPERATING BUDGET. Report No. 57. Howard Community College, March 1989.

Livieratos, Barbara B., REPORT ON THE RESULTS OF THE 1988 SURVEY OF FORMER BIOMEDICAL ENGINEERING TECHNOLOGY STUDENTS. Report No. 56. Howard Community College, January 1989.

Novak, Virginia E. and Radcliffe, Susan K., ENROLLMENT PROJECTIONS REPORT. Report No. 55, December 1988.

Livieratos, Barbara B., REPORT ON THE RESULTS OF THE 1988 SURVEY OF TELECOURSE STUDENTS. Report No. 54. Howard Community College, August 1988.

Livieratos, Barbara B., THE SURVEY OF EMPLOYERS OF 1986 HOWARD COMMUNITY COLLEGE GRADUATES: A REPORT OF THE FINDINGS. Report No. 53. Howard Community College, July 1988.

Novak, Virginia E., FOLLOW-UP OF 1986 GRADUATES. Report No. 52. Howard Community College, May 1988. ED 296 752.*

Monroe, Charlotte A., Novak, Virginia E. and Radcliffe, Susan K., HOWARD COMMUNITY COLLEGE 1988-1989 INSTITUTIONAL INDICATORS FOR PROPOSED OPERATING BUDGET. Report Number 51. Howard Community College, April 1988. ERIC Publication Number ED 292 525.*

Livieratos, Barbara B., HIGHLIGHTS OF THE SURVEY OF EMPLOYERS OF 1985 HOWARD COMMUNITY COLLEGE GRADUATES. Report Number 50. Howard Community College, February 1988. ERIC Publication Number ED 292 488.*

Livieratos, Barbara B., FINDINGS FROM THE SURVEY OF EMPLOYERS OF 1984 HCC GRADUATES. Report No. 49. Howard Community College, December 1987.

Novak, Virginia E. and Radcliffe, Susan K., ENROLLMENT PROJECTIONS REPORT. Report No. 48. Howard Community College, December 1987.

*An ERIC Publication Number indicates that the report was published by Educational Resources Information Center and is listed in the Resources in Education Index.

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